2. Title:		3. Operator:	4. DR Number Page Date Rev
Report, Liability to	o Third Person(s)	DA00	1-PC02 1 of 1
i kanana a	SUBMITTAL	REQUIREMENTS	
5. Type: 3 7. Distribution:	6. Frequency of Submission: *AR		
2 Copies			
	8. Initial Submission:		<u> Andreasan and American and Am</u>
9. As of Date:	N/A		
N/A			

11. Standard DRD Title:

Report, Liability to Third Person (s)

13. Use:

To inform the Contracting Officer of any liability by the Contractor to a third person(s) which may or may not be covered by the Contractor's insurance.

12. Standard DRD Number Rev. Page Date

14. Interrelationship:
Annex 1.4.2.4

FAR 52.228-7

16. Preparation Information:

16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirement for the preparation of a report covering any suit or action filed, or any claim made against the Contractor by a third person(s) arising from the performance of the contract as required by the "Insurance-Liability to Third Persons" clause of the General Provisions of the contract. This DRD required the contracts to give notice whenever settlement negotiations are contemplated or conducted which could result in a liability not covered by insurance.

- 16.2 APPLICABLE DOCUMENTS: General Provisions Clause 52.228-7
- 16.3 CONTENTS: The report will provide detailed information about any suit or action filed, or any claim made, against the Contractor by a third person(s) arising from the performance of the contract.
- 16.4 FORMAT: Letter form.
- 16.5 MAINTENANE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

Space	al Aeronautics and Administration C. Stennis Space Center	REMENT (DR)	Data Procurement Docume 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Report, Certifica	te of Insurance	DA00	1-PC03 1 of 1
5. Type:	SUBMITTAL R	EQUIREMENTS	
7. Distribution: Original and 1 Copy	*RT		
	8. Initial Submission:		
e. As of Date:	15 days after award of contract.		
orevious Certifica	ne made 15 days after award of contract. The ates. Revised certificate required if coverage and one copy to CA00 (Chief Couns)	rage changes. Original to	e required prior to expiration of o be submitted to DA00
	DATA REQUIREMENT	DESCRIPTION (DRD)	
 Standard DRD Ti Report, Certificat 		12. Stand	dard DRD Number Rev. Page Date
3. Use: Describe the type	e and amount of insurance coverage e Contractor during the period of	14. Interrelationship: 1-PC02 Annex 1.4.2.4	15. Reference: FAR 52.228-7 NASA FAR Supplement 1852.228-75

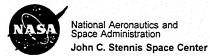
- 16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirements for a certificate, as required by the clause of the Contract entitled "Insurance Liability to Third Persons."
- 16.2 APPLICABLE DOCUMENTS: Clause of contract entitled "Insurance Liability to Third Persons."
- 16.4 FORMAT: Certificate provided by Insurance Company.
- 16.5 MAINTENANCE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

Space	Administration	QUIREMENT (DR)	Data Procurement Docum 1. Number Issue
John C	C. Stennis Space Center	3. Operator:	4. DR Number Page Date Rev
	Subsentreet	DA00	1-PC04 1 of 1
Notification, Adv	ance Subcontract	AL REQUIREMENTS	11-1004 1011
5. Type: 3 7. Distribution:	6. Frequency of Submission: AR		
1 Сору			
9. As of Date:	8. Initial Submission: N/A		
N/A			
10. Remarks:			
	e notification shall be provided. One	copy to be submitted to DA	00 (Contracting Officer)
	DATA REQUIRE	MENT DESCRIPTION (DRD)	
I1. Standard DRD T	[[[]]		ndard DRD Number Rev. Page Date
	cation of Proposed Subcontract Actio		
13. Use: To provide the S	SC Procurement Office with Advance	14. Interrelationship: Annex 1.5.3.1	15. Reference: FAR 52.244-2;

Notification of proposed subcontracts.

16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirements for the preparation of written, advance notification of any proposed subcontract as defined in the above-references clauses.

- 16.2 APPLICABLE DOCUMENTS: The "Subcontracts" Clause of the Contract.
- 16.3 CONTENTS: Same as Paragraph 16.1 "Scope." The Material Request number shall be referenced in the notification.
- 16.4 FORMAT: Letter Form.
- 16.5 MAINTENANCE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None



DATA REQUIREMENT (DR)

Data Procurement Document

1. Number Issue

NFS 1852.204-70;

NFS 1852.219-76;

NFS 1852.219-75

2. Title:		3. Operator:	4. DR Number Page Date Rev.	
Reports, Subcontract		DA00	1-PC05 1 of 1	
	SUBMITTAL REC		en Carlos Car	
5. Type:	6. Frequency of Submission: * AN Optional Form (OF) 312, Small Disadvantaged Business (SDB) Participation Re * SA Standard Form 294, Subcontracting Report for Individual Contracts * SA Standard Form 295, Summary Subcontract Report		ness (SDB) Participation Report idual Contracts	
7. Distribution: * MO Small Disadvantaged Business		(SDB) Subcontract S	Status Report	
See Item 10*		alego florigas de disco		
9. As of Date:	8. Initial Submission: * OF 312 – 30 th day of month following the close of Government Fiscal Year * SF 294 - 30th day of the month following the close of the SA reporting period. * SF 295 - 30th day of the month following the close of the SA reporting period.			
	* Initial Monthly SDB Status Report - monthly accounting period; thereafter the accounting period.			
Specialist (DA0 DC 20546	12, & 295 - One (1) copy to the Contracting 0); and the original to NASA Headquarters, Status Report - One (1) copy to Small Busi	Attn: Office of Procu	urement (HM-1), Washington, DC	
	DATA REQUIREMENT D	ESCRIPTION (DRD)		
11. Standard DRD	Fitle: Table was a server of the factor of the server of the factor of t	12. Sta	andard DRD Number Rev. Page Date	
Reports, Subco	ntracts	시 마시 시간에 발견되었다. 남편 1년 10년 개발 발생 발생 [편]		
13. Use: SF 294; SF 295; To provide NASA a basis for evaluation and extent of subcontracts program involving small and disadvantaged business concerns. Appropriations Act		14. Interrelationship: Annex 1.5.4.3	15. Reference: FAR Part 19.704; FAR 52.219-25 FAR 52.219-9(d)(10);	

16. Preparation Information:

Major Groups.

1990 (P.L. 101-144) (P.L. 101-507).

- 16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirements for the preparation of the following subcontract reports: (1) annual Option Form 312 for SDB participation targets; (2) semi-annual SF 294 subcontracting report for individual contracts; and (3) SF 295 summary subcontract report.
- 16.2 APPLICABLE DOCUMENTS: OF 312, SF 294; SF 295

OF 312 to provide NASA and Department of Commerce

with a breakdown of SDB Participation by targeted SIC

- 16.3 CONTENTS: OF 312, SF 294, (3) SF 295 as specified on the forms with the following additional instructions: BLOCK 13A and 13BMSF 294 & 295: Include women-owned small business concerns (WOSB) BLOCK 18 on SF 294 & 295: Remarks: Include total dollars awarded for each of the following categories: Small Small Business; Small Disadvantaged Business (non-women owned); Small Disadvantaged Business (women-owned); and Small Women Owned Business (non-disadvantaged)
- 16.4 FORMAT: In accordance with instruction of OF 312, SF 294 and SF 295.
- 16.5 MAINTENANCE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

Space A	Aeronautics and dministration Stennis Space Center	TA REQUIREMENT (DR)	Data Procurement Docume 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Reports, Davis-B	acon	DA00	1-PC06 1 of 1
5. Type:	6. Frequency of Submission	SUBMITTAL REQUIREMENTS	
7. Distribution:	QU - Davis-Bacon Pay SA - Department of La	bor (DOL) Enforcement Report	
9. As of Date:	8. Initial Submission: * QU - 7 days following * SA - October 1st – N April 1st – Septe		of contract.
F/Y ten days after reporting period			
periou			
10. Remarks:	submitted to DA00 (Contrac	eting Officer)	
10. Remarks:	submitted to DA00 (Contrac	cting Officer)	

DATA REQUIREMENT DI	ESCRIPTION (DR	D)	
11. Standard DRD Title:		12. Standard DF	RD Number Rev. Page Date
Reports, Davis-Bacon Payroll			
13. Use:	14. Interrelations	ship:	15. Reference:
To provide information on Davis-Bacon subcontractors	Annex 1.5.3.3	3;	Davis-Bacon Act & (40
certified payroll and Davis-Bacon violations.	Annex 3; Sch	redule	U.S.C. 276a -276a - 7)
	Articles H-24	& H-25	Copeland Act (40 USC
			276 c) & 29 CFR Part 3
			pp3.3. Applicable
			labor standard
			provisions of the contract
			contract.

- 16. Preparation Information:
- 16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirements for the submittal of the Davis-Bacon subcontractors certified payroll and any instances of Davis-Bacon violations.
- 16.2 APPLICABLE DOCUMENTS: Davis-Bacon Act (Labor)
- 16.3 CONTENTS: The Contractor shall, in accordance with the provisions of the Davis-Bacon Act, deliver to NASA the Davis-Bacon subcontractors certified payroll on a quarterly basis and a DOL Semi-Annual Enforcement Enforcement Report.
- 16.4 FORMAT: Subcontractors certified payroll in keeping with the provisions of the Davis-Bacon Act. DOL Semi-Annual Enforcement Report format attached hereto.
- 16.5 MAINTENANCE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

SEMI-ANNUAL LABOR COMPLIANCE REPORT TO THE DEPARTMENT OF LABOR PURSUANT TO SECTION 5.7 (b) OF REGULATION, PART 5

1)	Period covered:	
2)	Number of prime contracts a warded:	
3)	Total dollar amount of prime contracts awarded:	\$
4)	Number of contractors against whom complaints were received:	
5)	Number of investigations completed:	
6)	Number of contractors found in violation:	
7)	Amount of back wages found due:	
	a) Davis-Bacon Act: (prevailing wage violations)	\$
	b) CWHSSA: (overtime violations)	\$
8)	Amount of back wages paid:	
	a) Davis-Bacon Act:	\$
	b) CWHSSA:	\$
9) Wo	Total number of employees paid wage restitution under the Davis-Bacon and related Acts and/or Contrork Hours and Safety Standards Act:	act
10)	Amount of liquidated damages assessed under CWHSSA:	\$

2. Title:		3. Operator:	4. DR Number Page Date Rev.
Report, Geograph	nic Economic Impact	DA00	1-PC07 1 of 2
	SUBMIT	TAL REQUIREMENTS	
5. Type: 3	6. Frequency of Submission: AN		
7. Distribution: Original and 1 Copy	Reporting period shall be Octovers 1 and 7.	ober 1 to September 30 for a	ll years with partial reports for
9. As of Date:	8. Initial Submission: 14 days following close of Gov	ernment Fiscal Year.	
N/A			
10. Remarks:			
	DA00 (Contracting Officer) and 1 c	opy to NASA/SSC Small Bu	siness Specialist.
		i	

distribution

To determine the economic impact by geographical

16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirements for the preparation of a report covering all acquisition placed by the Contractor and the related geographic impact of these acquisitions.

14. Interrelationship:

Annex 1.5.4.1

16.2 APPLICABLE DOCUMENTS: All acquisitions placed by the Contractor.

16.3 CONTENTS: Identify FOSS funds disbursements by FY for the following geographic locations:

A. Hancock County, MS

No. of Acquisitions

Total Dollars

15. Reference:

B. Harrison County, MS

C. Pearl River County, MS

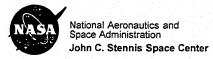
D. All of State of Mississippi

E. St. Tammany Parish, LA

F. All of State of Louisiana

G. List all Other 48 States

H. Foreign Countries



Data Procurement Document

1. Number Issue

2. Title:

Report, Geographic Economic Impact

3. Operator:

4. DR Number Page Date Rev.

DA00

1-PC07

2 of 2

DATA REQUIREMENT DESCRIPTION - CONTINUATION

11. Standard DRD Title:

12. Standard DRD Number Rev. Page Date

Report, Geographic Economic Impact

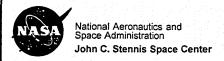
16. Preparation Information:

16.4 FORMAT: At discretion of the Contractor

16.5 MAINTENANCE: N/A

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

			Data Procurement Docume 1. Number Issue
NASA Nationa Space A	Administration DATA REQUIR	EMENT (DR)	1. Number Issue
	Stennis Space Center		
2. Title:	Patriotechnical Services	3. Operator:	4. DR Number Page Date Rev.
Metrics, Purchasi	ing and Subcontracting	DA00	1-PC08 1 of 2
vinitarioù e injulie	SUBMITTAL REQ		
5. Type:	6. Frequency of Submission:		
	QU - Use of Consolidated Contracts		
7. Distribution:	QU - Acquisition Activity		
7. Distribution.			
Original and			
1 Copy			
	8. Initial Submission:		
	QU - 7 days following close of each qu	uarter from commend	ement of contract.
9. As of Date:			
NUA STORY			
N/A	계 생님이 보다. 이 시간 아름다		
	[[] 이번에 대통하다 분들 회사에는 된 기본		
10. Remarks:			
	by to be submitted DA00 (Contracting Office	`ar)	
	of the De Dublimited By 100 (Contracting Office	.c.,.	
	DATA REQUIREMENT DE	ESCRIPTION (DRD)	
11. Standard DRD Title	e: ::		ndard DRD Number Rev. Page Date
Metrics, Purchasir	ng and Subcontracting		
13. Use:		14. Interrelationship:	15. Reference:
	SA to track the progress of using	Annex 1.5.4.2	
	tracts on a center-wide or		
	basis. To provide the Government		
with workload indic	cators on an annual basis.		
16. Preparation Informa	ation:		
	The Contractor will be required to report	statistics regarding n	urchase orders or subcontracts
ncluding modificat	ions, placed against any NASA contracts	or other government-	wide contracts for example
General Services A	Administration (GSA) orders, Science and	Engineering Worksta	ation Procurements (SEWP)
at Goddard Space	Flight Center, etc. (2) The Contractor will	be required to repor	t cumulative acquisition
activity.			and an analysis of the state of
00 400	<u> - 1945년 2월 1</u> 일 기계 교육 급급 (1887년 - 1887년		
6.2 APPLICABLE	E DOCUMENTS: None		
63 CONTENTO	(1) A lighting of all and a second		
Contracts or gover	(1) A listing of all orders, including modif	ication, placed again	st NASA Center-Wide Contracts
number, and location	nment-wide contracts with associated dollars.	ar amounts. Identify	specific contractor, contract
or each quarter:	on. (2) The Contractor shall furnish to the	contracting Officer	tne rollowing information
	dollars spent in acquisitions.		
3. Total number of	f acquisitions.		
C. Total number of	f line items processed.		
). Total amount of	dollars placed in each Level identified in A	Annex 1.5	
	==		



Data Procurement Document

1. Number Issue

2. Title:

Metrics, Purchasing and Subcontracting

DA00

1-PC08
2 of 2

DATA REQUIREMENT DESCRIPTION - CONTINUATION

11. Standard DRD Title:

Metrics, Purchasing and Subcontracting

12. Standard DRD Number Rev. Page Date

16. Preparation Information:

E. Total number of acquisitions in each Level identified in Annex 1.5.

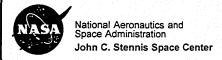
- F. Total number of line items processed in each Level in Annex 1.5.
- G. Average number of days orders placed for each Level identified in Annex 1.5.
- 16.4 FORMAT: Format shall be at the discretion of the Contractor.
- 16.5 MAINTENANCE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

National Aeronautics and Space Administration John C. Stennis Space Center	ATA REQUIREMENT (DR)	Data Procurement Documer 1. Number Issue
2. Title:	3. Operator:	4. DR Number Page Date Rev.
Manual, Quality	QA00	1-RA01 1 of 2
5. Type: 6. Frequency of Submission	SUBMITTAL REQUIREMENTS	
7. Distribution: 6 Copies		
8. Initial Submission:		
9. As of Date: Submit Quality	Manual with offer proposal.	
N/A		
10. Remarks:		
Submit 3 copies of basic plan and all revision submitted to Code RA20, DA00 and DCMC No. (Servicing) will not be required on this control of the control of	Quality Assurance Office. ANSI/ISO/A contract.	y each of reviewed plan SQC Q9001-1994 Element
DATA 11. Standard DRD Title:	REQUIREMENT DESCRIPTION (DRD)	
Manual, Quality	12. Standa	ard DRD Number Rev. Page Date
nanual, Quality 13. Use: To outline the overall quality function of a superoviding the methods to accomplish and secontractual requirements.		15. Reference: ASQC Q9001-1994

16.2 SCOPE: This Data Requirement Description (DRD) establishing the requirement for the preparation and submission for review of a plan covering the organizational relationship and responsibilities of the inspection function to other functions and the detailed procedures for controlling the system elements in accordance with ASQC Q9001-1994 Element 4.2.1. The Quality Manual will be the governing document upon NASA review.

16.2 APPLICABLE DOCUMENT: ASQC Q9001-1994 element 4.2.1

16.3 CONTENTS: The Manual may outline as a minimum a proposed system for providing the following: The supplier shall establish, document, and maintain a quality system as a means of ensuring that product on service conforms to specified requirements. The supplier shall prepare a quality manual covering the requirements of this American National Standard. The quality manual shall include or make reference to the quality-system procedures and outline the structure of the documentation used in the quality system.



Data Procurement Document

1. Number Issue

2. Title:	3. Operator:	4. DR Number Page Date Rev.
Manual, Quality	QA00	1-RA01 2 of 2
DATA REQUIREMENT DESCRIPT	ON - CONTINUATION	
11. Standard DRD Title:	12. Standard	DRD Number Rev. Page Date
Manual, Quality		
16. Preparation Information:		

16.5 MAINTENANCE: The plan shall be maintained in a current condition by page revision or complete re-issue, as contractually determined, to reflect the latest program changes and hardware configuration.

16.6 EXCEPT/ADDITIONS TO THIS STANDARD DRD: None

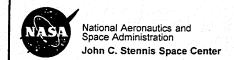
16.4 FORMAT: Letter form 8 1/2" x 11" with front and back covers.

Space Ad	Aeronautics and DATA RECO	QUIREMENT (DR)	Data Procuremen 1. Number	nt Document Issue
2. Title:		3. Operator:	4. DR Number Page I	Date Rev.
Report/Plan, St	pace Utilization	RA20	3-FA01 1 of 2	,
	SUBMITTA	L REQUIREMENTS	y a service service of the service o	
5. Type: FA 7. Distribution: 1 copy to RA20 1 copy to all Resident Agencies	6. Frequency of Submission: 1. Quarterly Report 2. Copy of individual building pla 3. Annual Copy of 1/8" Building			
9. As of Date: 1. PE 2. QU 3. AN	8. Initial Submission: 120 days after receipt of DR PE - 14 days after completion of QU - 5 days following end of fisc AN - May 1 to Resident Agencies	al quarter		

affecting allocation or reconfiguration of space in any building, facility or structure. The Quarterly Report will be required for Cost Allocation purposes to resident agencies.

11. Standard DRD Title:		12. Standard DF	RD Number Rev.	Page Date
13. Use: To provide Space Utilization Officer with up to date	14. Interrelatio	nship:	15. Reference: NHB 7234.2	
Buildings Plan for allocation of space.			Annex 3.1.3	.8.12

- 16.1 Scope: This Data Requirement (DR) establishes the requirement for a 1/8" floor plan of every building. facility or structure at SSC.
- 16.2 Applicable Documents: NHB 7234.2 Inventory of existing space.
- 16.3 Contents: The floor plan will contain net square footage per room type (identified in NHB 7234.2), type of space per room, gross square footage per building, wall type and tenant occupying room or building (color coded by occupant, square footage of occupancy. NASA government occupied space shall be color coded by organizational code. NASA contractors shall be color coded by program.)
- 16.4 Format: 1/8" floor plan
- 16.5 Maintenance: Update of the floor plan shall occur as projects affecting space allocation or reconfiguration of space are completed. There will be a yearly submission of the Building Plans Manual given to the resident agencies. Also required is a quarterly update of all changes to space allocation.



Data Procu	rement Document
1. Number	Issue
3.47	

2. Title:	3. Operator: 4. DR Number Page Date Rev.
Report/Plan, Space Utilization	RA20 3-FA01 2 of 2
DATA REQUIREMENT DESCRIPTION	ON - CONTINUATION
11. Standard DRD Title:	12. Standard DRD Number Rev. Page Date
Report/Plan, Space Utilization	3-FA01
16. Preparation Information:	

16.6 Exceptions/Additions to this Standard DR: None

16.7 Provide Excel spreadsheet of space occupied by tenants. Design fields with input from NASA Space Utilization Office.

	/ 프로프로 가는 하고 있는데 함께
NASA	National Aeronautics and Space Administration
	John C. Stennis Space Center

DATA REQUIREMENT (DR)

2. Title:	Antanaka, Anada Najaraha ya Kasaraha Maria	3. Operator:	4. DR Number Page Date Re
List, Real Prope	ertv Inventorv	RA20	3-FA02 1 of 1
er evet i jakou jakou ja	SUBMITTAL RE	·	1 0-1 AUZ 10, 1
5. Type:	6. Frequency of Submission:	QOI LEURING	
FA	Annual Submission (November 1)		
7. Distribution:			
7. Distribution: 1 copy to RA20			
T Copy to TV-20			
			en en filosofie de la companya de l La companya de la co
	8. Initial Submission:		
9. As of Date:	November 1, 1999		
9. As of Date: FY Ending			
Sept. 30			
		er i di di salah di <u>kacamatan di kacamatan di kacamatan di kacamatan di kacamatan di kacamatan di kacamatan di</u>	of the second of
10. Remarks:	ntory to consist of all collateral equipme	in National Language and Agriculture	
11. Standard DRD Title:	DATA REQUIREMENT	DESCRIPTION (DRD)	
11. Standard DRD Title:	DATA REQUIREMENT I	DESCRIPTION (DRD)	dard DRD Number Rev. Page Date
	DATA REQUIREMENT I	DESCRIPTION (DRD)	dard DRD Number Rev. Page Date
11. Standard DRD Title: Real Property Inven 13. Use: To provide Reality S	DATA REQUIREMENT Intory Specialist with an inventory listing of	DESCRIPTION (DRD)	
11. Standard DRD Title: Real Property Inven 13. Use: To provide Reality S	DATA REQUIREMENT I	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	dard DRD Number Rev. Page Date
11. Standard DRD Title: Real Property Inven 13. Use: To provide Reality S	DATA REQUIREMENT Intory Specialist with an inventory listing of	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15
11. Standard DRD Title: Real Property Inven 13. Use: To provide Reality S	DATA REQUIREMENT Intory Specialist with an inventory listing of	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3
11. Standard DRD Title: Real Property Inven 13. Use: To provide Reality S	DATA REQUIREMENT Intory Specialist with an inventory listing of	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3
11. Standard DRD Title: Real Property Inven 13. Use: To provide Reality S	DATA REQUIREMENT Intory Specialist with an inventory listing of	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3
11. Standard DRD Title: Real Property Inven 13. Use: To provide Reality S of all collateral equip	DATA REQUIREMENT Intory Specialist with an inventory listing of oment valued over \$5,000.	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3
11. Standard DRD Title: Real Property Inventa. 13. Use: To provide Reality Sof all collateral equip	DATA REQUIREMENT Intory Specialist with an inventory listing of oment valued over \$5,000.	DESCRIPTION (DRD) 12. Stand 14. Interrelationship: Annex 3.1.3.12	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3 Annex 3.1.3.8.12
11. Standard DRD Title: Real Property Invention 13. Use: To provide Reality Sof all collateral equip 6. Preparation Information 16.1 Scope: This D	DATA REQUIREMENT Intory Specialist with an inventory listing of poment valued over \$5,000.	DESCRIPTION (DRD) 12. Stand 14. Interrelationship: Annex 3.1.3.12	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3 Annex 3.1.3.8.12
11. Standard DRD Title: Real Property Invention 13. Use: To provide Reality Sof all collateral equip 6. Preparation Information 16.1 Scope: This Dequipment with a purion	DATA REQUIREMENT Intory Specialist with an inventory listing of poment valued over \$5,000. The point on: Pata Requirement (DR) establishes the rehase value of over \$5,000.	14. Interrelationship: Annex 3.1.3.12 requirement for an inver	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3 Annex 3.1.3.8.12
11. Standard DRD Title: Real Property Invening 13. Use: To provide Reality Sof all collateral equipment with a purion of the provide Applicable Doc	DATA REQUIREMENT Intory Specialist with an inventory listing of poment valued over \$5,000. The point on: The point of th	DESCRIPTION (DRD) 12. Stand 14. Interrelationship: Annex 3.1.3.12 requirement for an inver	15. Reference: NHB 8800.15 Annex 3 Annex 3.1.3.8.12
11. Standard DRD Title: Real Property Invention: 13. Use: To provide Reality Sof all collateral equipment a purion of the provide in the purion of the provide in the purion of the puri	DATA REQUIREMENT Interpretation of specialist with an inventory listing of soment valued over \$5,000. On: Data Requirement (DR) establishes the richase value of over \$5,000. Souments: NHB 8800.15, NASA Form 1 ovide an inventory listing of all collaterial urer plate data, manufacturer, serial nu	14. Interrelationship: Annex 3.1.3.12 requirement for an invertigation of the company of the co	dard DRD Number Rev. Page Date 15. Reference: NHB 8800.15 Annex 3 Annex 3.1.3.8.12 Interval and the structure of facility
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	John C. Stennis Space Center

DATA REQUIREMENT (DR)

2. Title:	<u>er angles in transport de la companya de la compan</u>	3. Operator:	4. DR Number Page Date Rev.
Facilities by Floor	Type	RA20	3-FA03
		EQUIREMENTS	
5. Type: 7. Distribution:	6. Frequency of Submission: Submit on a quarterly basis		
2 Copies			
	8. Initial Submission:		
9. As of Date:	Initial submission shall be within 15 September 30, 1999 is the end of th	days following the end one of the end of the	of the quarter. orted.
10. Remarks:			
electronically. Any	s to RA20, Institutional Services Division changes to format or content shall be DATA REQUIREMENT	Submitted to RA20 for a DESCRIPTION (DRD)	approval.
	그 옷 맞춰 등학생으로 하게 되었다. 그 그는 그를 가는 의 그리고 있는다.	12. Star	ndard DRD Number Rev. Page Date
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	n compiling workload data and ments for Custodial Services	None	Annex 3.1.3.8.12
16. Preparation Informa	tion:	<u>in III tuko dua Kalibari, kising</u> Yangti dua Kalibari	
identification of all t	s Data Requirement establishes the rec	uirement for the compil information In spreadsh	ation, categorization, neet format.
16.2 APPLICABLE	DOCUMENT: None		计过程 法定法 医二重视压
in square footage o	Comprehensive listing of all SSC Build f existing buildings. All changes in squ quantified. See attachment, sample repument.	are footage, both addition	on or deletion, shall
16.4 FORMAT: Se	ee attachment sample report.		
16.5 MAINTENAN	CE: None		
	S/ADDITIONS: None ord 6.0) C.G. (10/96) pc		

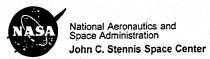
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2. Title:		3. Operator:	4. DR Number Page Date R
Profit and Loss S	itatement	RA20	4-GA01 1 of 1
	SUBMITTAL R	REQUIREMENTS	H-UAUI IUII
5. Type: 3	6. Frequency of Submission: MO		
7. Distribution:			
	Initial Submission: Within 5 days following the end of e	each month	
9. As of Date:			
10. Remarks: Provide COTR wit	th a copy of the P&L for each month		
Provide COTR wit	DATA REQUIREMENT	DESCRIPTION (DRD)	
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Provide COTR wit 11. Standard DRD Title 13. Use:	DATA REQUIREMENT		ndard DRD Number Rev. Page Date 15. Reference: 4.2.3
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Provide COTR with 11. Standard DRD Title 13. Use: To be used in the	DATA REQUIREMENT le: monitoring of cafeteria operations.	12. Sta	15. Reference:
11. Standard DRD Title 13. Use: To be used in the interpretation Information of SSC F16.2 Applicable Dots 16.3 Contents: Ea	DATA REQUIREMENT de: monitoring of cafeteria operations. ation: quirement establishes the requirement for sood Services. ocuments: None ach report should consist of a Food Servicer Form 8 1/2 x 11 bond paper	14. Interrelationship: or preparation of record	15. Reference: 4.2.3 s which are essential to the

Space A	National Aeronautics and Space Administration John C. Stennis Space Center		R)	Data Proc 1. Number	urement Document r Issue
2. Title: Plan, N	ASA Three Year Comprehensive	3. Operator		4. DR Number	Page Date Rev.
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	SUBMITTAL REC	QUIREMENTS	Andre Grand	9 10 2 2 1 1 2 2 1	in care e e e e e e e e e e e e e e e e e e
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	8. Initial Submission:		<u>and Barata.</u> Događina se	<u> 2006 - 50 60 6</u> 100 100 101 111	
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13. Use:	gency report to Congressional ting	14. Interrelation NPG 1490.5	nship:	15. Referenc Annex 4.6.	
16. Preparation Informa 16.1 SCOPE: This	ntion: s DR establishes the requirements for the	preparation c	of a three-yea	ar printing prod	duction plan.
16.2 APPLICABLE Publishing Manage	DOCUMENTS: NASA Three Year Comment Plan	prehensive Pr	rinting, Duplic	cating, Copyin	g and
16.3 CONTENTS:	Actual printing production data for curren	t EV and three	a voor projec	fian	

16.4 FORMAT: NASA FORMS (Provided annually by NASA Headquarters)

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DR: None

16.5 MAINTENANCE: The forms and information will be reviewed and updated annually.



Data Procurer	nent Document
1 Number	Issue

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2. Title:	3. Operator:		4. DR Number Page Date Rev.	
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DATA REQUIREMENT DESCRIPT	ION - CONTIN	UATION		
11. Standard DRD Title:		12. Standard [ORD Number Rev. Page Date	

16. Preparation Information:

- g. Exchange metrology information including calibration procedures and technical manuals for test and measurement equipment. This database includes related National Institute of Standards and Technology (NIST) documents
- h. Provide a centralized database for exchange of reliability and maintainability statistical data. This data includes failure rate, failure mode and replacement rate data to assist in the planning, design and testing of parts, components and systems to satisfy through this data area. RESPONSIBILITY:
- a. Serving as the point-of-contact between their organization and the GIDEP Operations Center. The Representative should establish a network of coordinators within the various divisions and departments to ensure that access to data is available according to their needs. The Representative also identifies those groups who are potential sources of data for submission to GIDEP.
- b. Maintaining control of and safe guarding security passwords to the GIDEP database.
- c. Submitting applicable data for inclusion in the GIDEP database.
- d. Publicizing the availability of GIDEP throughout the organization. Accordingly, the GIDEP Representative is responsible for aggressively promoting and publicizing the availability of GIDEP data, as appropriate. Promotional materials such as posters, slides, films, and support for internal briefings are available upon request from the GIDEP Operations Center.
- e. Collecting utilization data and submitting the GIDEP Annual Utilization Report.

Representatives are urged to submit utilization data as frequently as documents are used, but at least yearly.

- f. Ensuring data required in the contractual Contractor's Data Requirements List (CDRL) are submitted to GIDEP in a timely manner.
- q. Informing your upper management of benefits resulting from participation in GIDEP.

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	8. Initial Submission:		
9. As of Date:	One submission only (with the	ne proposal) and annual revisi	ons.
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10. Remarks:	<u> 51 7 11 12 15 e. 2001 13 e. 20</u> 21 1 2 2 2 2 2 1 1 1 1 1 1 1 2 2 2 2 2		
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Plan, Safety and Health

16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirements for the preparation of a plan addressing safety controls to be applied by the contractor for the protection of life and health of employees and other persons, and for the prevention of damage to property, materials, supplies, and equipment. The instructions on safety and health plan content below include specific reports and data to be submitted to the Government and should represent contractual commitments by the contractor to provide this information.

14. Interrelationship:

DRs Annex 4.5

DRs Annex 8.0

DRs Annex 6.3

DR 6-SA02

15. Reference:

SPG 8715.1

NPD 8710.2B

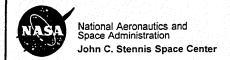
NHB 1700.1 (V1-B)

16.2 APPLICABLE DOCUMENTS: None.

of personnel, equipment, and facilities.

To describe a safety and health plan for the protection

- 16.3 CONTENT: A. The plan shall be based upon the following standards to the extent that they are applicable to the contractor's operations.
- 1. OSHA 29 CFR 1910/1926
- 2. CFR Part 49
- 3. U.S. Environmental Protection Agency 40 CFR 61, Subpart M.
- 4. National Fire Protection Association, National Fire and Electrical Codes
- 5. American National Standards Institute (ANSI, Safety Series)
- 6. SSC Safety and Health Procedures and Guidelines SPG 8715.1
- 7. NASA Safety Manual
- 8. American Society of Mechanical Engineers, Boiler and Unfired Pressure Vessel Code



Data Procurement Document

1. Number Issue

2 of 6

3. Operator: 4. DR Number Page Date Rev.

DATA REQUIREMENT DESCRIPTION - CONTINUATION

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Plan, Safety and Health

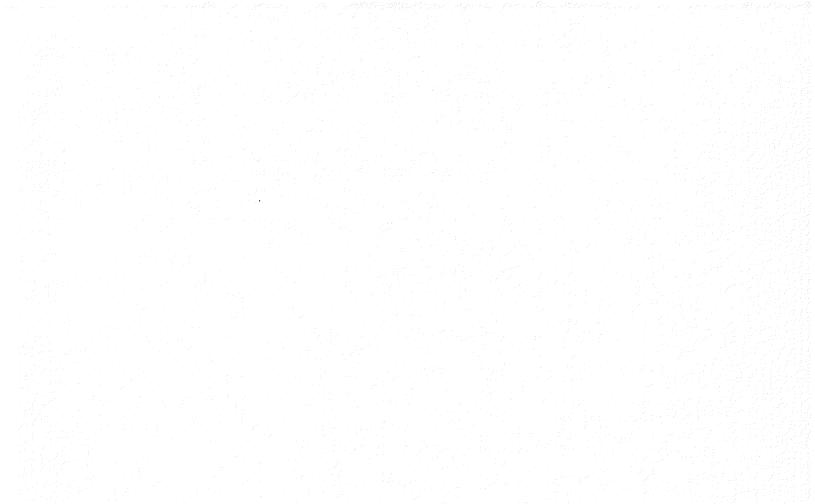
Plan, Safety and Health

16. Preparation Information:

16.3 CONTENT: (Cont)

- 9. Accident Prevention Manual for Industrial Operations (NSC)
- 10. National Fire Protection Association Handbook for Fire Protection
- 11. National Building Code
- 12. Southern Building Code
- 13. Industrial Ventilation Guide
- 14. Illumination Engineering Society Handbook
- 15. Heating, Ventilation Guide
- 16. Factory Mutual Engineering Division Requirement
- B. The contractor's Safety and Health Plan shall include the following content.
- 1.0 Management Leadership and Employee Participation
- 1.1 Policy. Provide the contractor's safety policy statement with the plan.
- 1.2 Goals and Objectives. Describe specific goals and objectives to be met throughout contract performance.
- 1.3 Management Leadership. Describe management's strategy for implementing its commitment to safety and health through visible management activities and initiatives including a commitment to exercise management prerogatives to ensure work place safety and health. Describe processes that will be used to make management safety and health leadership visible in all contract and subcontract activities and products. Include a statement from the program manager or designated safety official indicating that the plan will be implemented as approved and that the program manager will take personal responsibility for its implementation.
- 1.4 Employee Involvement. Describe strategy to promote and implement employee (including non-supervisory) involvement in safety and health program development, implementation and decision making.
- 1.5 Assignment of Responsibility. Describe line and staff responsibilities for safety and health program implementation. Identify any other personnel or organization that provides safety services or exercises any form of control or assurance in these areas. State the means of communication and interface concerning related issues used by line staff and others (such as documentation, concurrence requirements, committee structure, sharing of the work site with NASA, other contractors and resident agencies or other special responsibilities and support).
- 1.6 Provision of Authority. Describe how the SSC Safety and Health Program requirements are integrated into the Plan and identify consistency of the Plan with applicable NASA requirements and contractual direction as well as applicable Federal, state, and local regulations and how this will be maintained throughout the life of the contract.
- 1.7 Accountability. Describe strategy for ensuring that key personnel, supervisors, and employees will be held accountable for implementing their tasks in a safe and healthful manner. The use of traditional and/or innovative personnel management methods (including discipline, motivational techniques, or any other technique that ensures accountability) will be referenced as a minimum and described as appropriate.
- 1.8 Program Evaluation. The program evaluation may consist of either (1) participation in a Performance Evaluation Profile (PEP) survey at the request of the Government or (2) a written report documents the following: the contractor shall state responsibility and procedures to determine the significance,

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	John C. Stennis Space (Center

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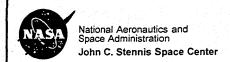
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Plan, Safety and Health

16. Preparation Information: 1.8 (cont)

intrinsic worth, and criticality of the contractor's hazardous operations in a manner that proper risk management techniques can be applied and notable safety risk documented.

- 1.9 Safety Program Documentation. Describe approach to augmenting and integrating safety and health documentation with the SSC Safety and Health program documentation in order to provide the Government with the necessary visibility and insight. This includes the identification, acquisition, and processing of safety and health data; development of procedures; record keeping; statistical analyses including metrics; and the furnishing of data and reports to the Government. The contractor will identify what records it will make to the Government. For the purpose of this plan, safety and health documentation includes but is not limited to logs, records, minutes, procedures, checklists, statistics, reports, analyses, notes, or other written or electronic document which contains in whole or in part any subject matter pertinent to safety, health, fire protection, emergency services, environmental protection, or emergency preparedness.
- 1.10 Government Access to Safety and Health Documentation. The contractor shall recognize in it's plan that will be expected to make all safety and health documentation (including relevant personnel records) available for inspection or audit at the Government's request.
- 1.11 Procurement. Identify procedures used to assure that procurements are reviewed for safety considerations, MSDS requirements, and that specifications contain appropriate safety criteria and instructions. Set forth authority and responsibility to assure that safety tasks are clearly stated in subcontracts.
- 1.12 Fire Protection Program. The contractor will describe how NASA fire protection requirements as well as NFPA requirements will be incorporated into the fire prevention program. Describe fire prevention awareness activities and methods to implement corrective action upon identification of potential fire hazards. The description shall also contain details of how alarm response time and personnel complement requirements will be met.
- 2.0 Workplace Analysis. Describe how hazards shall be systematically identified through a combination of surveys, analyses, and inspections of the workplaces, investigations of mishaps and close calls, and the collection and trend analysis of safety and health data such as: records of occupational injuries and illnesses; findings and observations from audits and inspections; reports of spills and inadvertent releases to the environment. Records of workplace hazards and inspection shall be indexed by area/workplace evaluated and shall be readily available to NASA QAO0 for audit and evaluation purposes. All hazards identified, whether by engineering assessments, inspections, hazards analyses, or employee reports shall be mitigated or the residual hazards accepted by a formal system. All hazards and operations which are immediately dangerous to life or health shall be reported immediately to NASA QA00.
- 2.1 System Safety The Plan shall address the contractor's method of conducting a system safety program. The program is the application of engineering and management principles, criteria, and techniques to optimiz safety and reduce risks within the constraints of operational effectiveness, time, an cost throughout all phases or the system life cycle.



Data Procurement Document

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4. DR Number Page Date Rev.

Plan, Safety and Health

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3. Operator:

6-SA01 4 of 6

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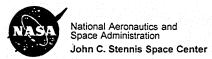
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12. Standard DRD Number Rev. Page Date

Plan, Safety and Health

- 16. Preparation Information:
- 2.2 Hazard Identification. Describe the procedures and techniques to be utilized to compile an inventory of hazards associated with the work to be performed on this contract. This inventory of hazards shall address the work specified in this contract as well as operations and work environments which are performed in the vicinity or in close proximity to contract operations. The results will be reported to the Government in a manner suitable for inclusion in facilities baseline documentation.
- 2.3 Inspections. Describe assignments, procedures, and frequency for regular inspection and evaluation of work areas for hazards and accountability for implementation of corrective measures. The contractor will describe administrative requirements and procedures for control of and regularly scheduled inspections for safety, health, hygiene and fire and explosion hazards.
- 2.4 Employee Reports of Hazards. Identify methods to encourage employee reports of hazardous conditions (e.g., close calls) and analyze/abate hazards. The contractor will describe steps it will take to create reprisal-free employee reporting with emphasis on management support for employees and describe methods to be used to incorporate employee insights into hazard abatement and motivation/awareness activities.
- 3.0 Accident and Record Analysis.
- 3.1 Mishap Investigation Identify methods to assure the reporting and investigation of mishaps including corrective actions implemented to prevent recurrence: The contractor will discuss its procedures for immediate notification requirements for fires, hazardous materials releases, and other emergencies. The contractor will include appropriate details to address the use of NASA Form 1627, "Mishap Report:" (or equivalent), including notification of NASA QA00.
- 3.2 Trend Analysis Describe approach to performing trend analysis of data (occupational injuries and illnesses; facilities, systems, and equipment performance; maintenance findings; etc.) Discuss methods to identify and abate common causes indicated by trend analysis. Discuss how trend data will be used to educate the workforce on safety and health performance and provide motivation for injury reduction and workplace improvement. In support of site-wide trend analysis to be performed by the Government, the contractor will discuss methods of providing data as follows:
- a. Accident/Incident Summary Report. The contractor shall prepare and deliver Accident/Incident Summary Reports. Report all new and open mishaps, including vehicle accidents, incidents, injuries, fires, and close calls along with current status. Negative reports are also required. Report frequency is monthly. The report is to be delivered to the SSC NASA Safety Office.
- b. Log of Occupational Injuries and Illnesses. The Contractor shall deliver to the Government a copy of its annual summary of occupational injuries and illnesses (OSHA 200 or equivalent) as described in Title 29, Code of Federal Regulations, Subpart 1904.5. Data shall be compiled and reported by calendar year and provided to the Government within 45 days after the end of the year to be reported (e.g. not later than February 15 of the year following.)



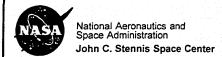
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Plan, Safety and Health				1

16. Preparation Information:

- 4.0 Hazard Prevention and Control. Identified hazards must be eliminated or controlled. It is required that hazards including discrepancies and corrective actions be collected in a information management system (Hazard Abatement Tracking System (HATS)) for risk management purposes. Describe your approach to implementing this requirement. Implementation of controls and corrective actions will be tracked and verification of completion available for NASA S&MA review.
- 5.0 Occupational Health. The contractor will describe surveillance programs to evaluate personnel health (medical) and workplace conditions to identify specific health issues and prevent degradation of personnel health as a result of occupational exposures. Describe how SSC medical dispensary facilities will be used to facilitate contractor and NASA occupational health programs. Describe the professional qualifications of medical personnel who will administer on-site occupation health activities and any off-site or corporate professionals retained to administer occupational health and workers compensation programs.
- 6.0 Emergency Response. Discuss approach to emergency preparedness and contingency planning which addresses fire, explosion, inclement weather, environmental releases, and how the SSC Emergency Preparedness Plan is incorporated. Discuss compliance with 29 CFR 1910.120 (HAZWOPER) and implementation of an Incident Command System. Discuss methods to be used for notification of emergencies. Discuss establishment of pre-planning strategies through procedures, training, drills, etc. Discuss methods to verify emergency readiness.
- 7.0 Safety and Health Training. Describe the Contractor's training program including identification of responsibility for training employees to assure understanding of safe work practices, hazard recognition, and appropriate responses including protective and/or emergency countermeasures. Discussion should also address approval, changes, and control of training materials. Discuss how personnel certification programs requiring medical/health review (such as respiratory protection, asbestos abatement) are processed. Certifications should include documentation that training requirements and physical conditions have been satisfied. All training materials and training records will be provided for NASA review on request.
- 16.4 FORMAT: The Plan shall be submitted on 8 ½" x 11" paper and on 3.5" disk (or latest electronic technology).
- 1. Cover page to include as a minimum the signature of Contractor's program manager and designated safety official (if different); upon contract award, the Plan shall be submitted for approval by Chief, S&MA Office; and the NASA Contracting Officer. Other signatures may be required at the discretion of the Government.
- 2. Table of Contents. The organization of the contractor's Safety and Health Plan should parallel the content of this data requirement as detailed in content section.
- 3. Body of plan as required. Contractor's format is acceptable but should be traceable to this data requirement.



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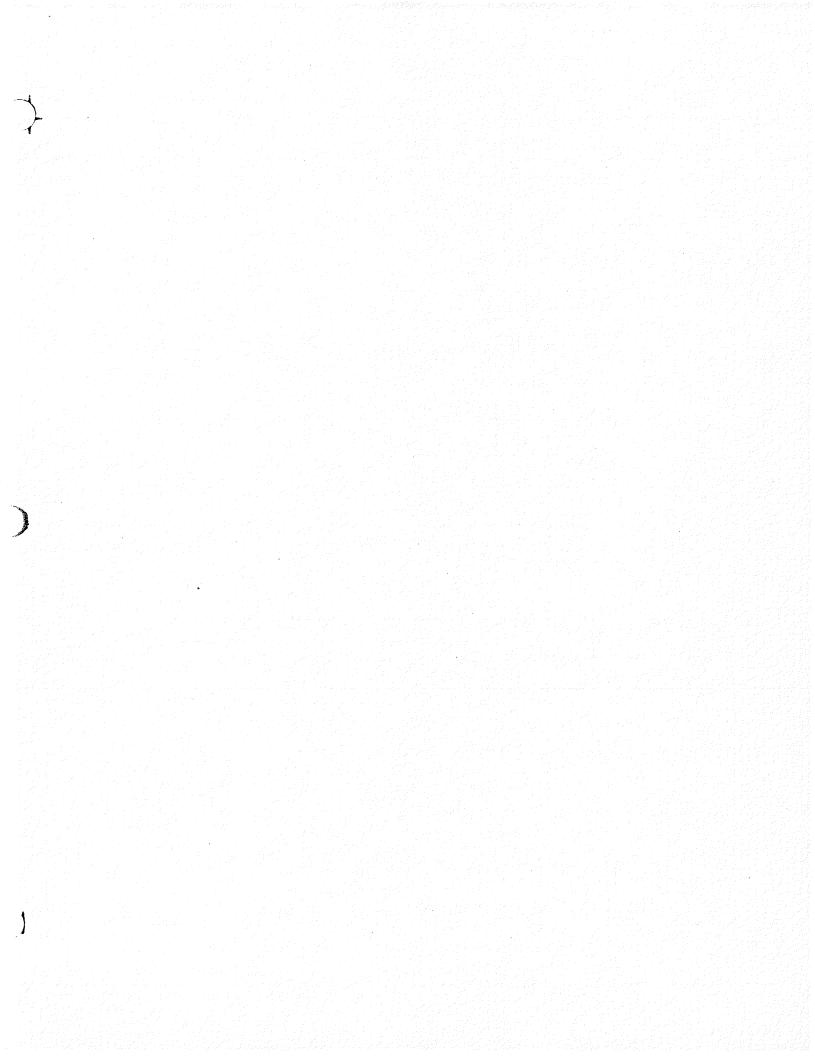
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Plan, Safety and Health	QA00	6-SA01 6 of 6
DATA REQUIREMENT DESCRIPTI	ON - CONTINUATION	
11. Standard DRD Title:	12. Standard	DRD Number Rev. Page Date
Plan, Safety and Health		

16. Preparation Information:

- 4. When preparing its Safety and Health Plan, the offeror/contractor is expected to review all content items and tailor its plan accordingly. The Plan will clearly identify those resources to be provided by the contractor and provided by the Government. This review and supporting rationale is to be made available to the Government as part of this plan. It can be documented as a checklist or outline, inserted directly in the body of the plan, or in any format developed by the contractor that clearly conveys the results of this review including the basis for any underlying assumptions.
- 16.5 MAINTENANCE: The plan shall be maintained in a current condition by page revision or complete reissue, as contractually determined, to reflect the latest program changes and hardware configuration.
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None.

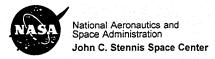
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9. As of Date:	October 15, 2000				
COB Sept 30					
10. Remarks:					
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11. Standard DRD Title: Report Safety and H	Health Program Self-Assessment & Imple		DRD Number Rev. Page Date		
Report, Safety and Health Program Self-Assessment & Implementation 13. Use: Self evaluation of contractor's Safety and Environmental Health program performance. 14. Interrelationship: DR 6-SA01 NHB 1700.1 (V1-B) SPG 8715.1					
16. Preparation Information: 16.1 SCOPE: This DR establishes the requirement to submit a report on the internal assessment of the contractor's safety and health program effectiveness during the previous reporting period and an implementation plan including corrective actions (with estimated complementation dates) to be completed in the future reporting period.					
16.2 APPLICABLE DOCUMENTS: None					
16.3 CONTENTS: Report areas of strength and weakness in contractor safety program performance and report status of goals or objectives previously established. The data shall include corrective actions recommended, a description of corrective action completed, date corrective action completed, and a schedule for any outstanding corrective actions. Closure documentation must accompany all closed corrective actions and be included in the report.					
16.4 FORMAT: 8 1/	/2" x 11" paper and on 3.5" disk (or latest	electronic technology).			
16.5 MAINTENANCE: N/A					
16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None.					



NASA	National Aeronautics and
	Space Administration
N. S.	John C. Stennis Space Center

2. Title:		3. Operator:	4. DR Number Page Date Rev.
Report, System Sa	ifety Database	QA00	6-SA04 1 of 3
report, Cystem Ce	SUBMITTAL REQ		
5. Type: 2 7. Distribution: QA00 (1 Copy)	6. Frequency of Submission: AN Report QU updates to database		
9. As of Date: May 15	8. Initial Submission: May 15, 2000		
shall be submitted considered comple	ety database shall be updated quarterly of by the due date to the QA00 Safety Officete without a SSC Official File Number and management of the safety analyses includes Operations House DATA REQUIREMENT Discussions of the safety analyses.	ce. DRD will not be d copy ready to be filed in azard Analysis and Fault ESCRIPTION (DRD)	SSC Official Safety Files.
Report, System Sa	nety Database	14. Interrelationship:	15. Reference:
	s of planned and completed updates to ard analyses.	General facilities safety and accident prevention plan FARS - Equipment, supplies, and facilities acquisition	1
conceptual phase, planned and to pro safety risk to the lo and completed and updated on the SS	s document is to provide a database of va- life cycle, and disposal phase of facilities vide an organized approach to early iden west possible level. The report shall cor alyses, anticipated or actual completion da	, equipment and systems tification and resolution of ntain system safety numbe	whether existing or hazards to reduce the r(s), status of planned



Data Procurement Document

1. Number Issue

2. Title:	<u>anno de la companya di Arta di</u> Arta di Arta d	3. Operator:	4.	DR Number Page Date Rev.
Report,	System Safety Database	QA00	6	-SA04 2 of 3
	DATA REQUIREMEN	NT DESCRIPTION - CONTIN	NOITAUN	e Block (e vels, és je

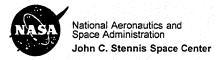
11. Standard DRD Title:

Report, System Safety Database

12. Standard DRD Number Rev. Page Date

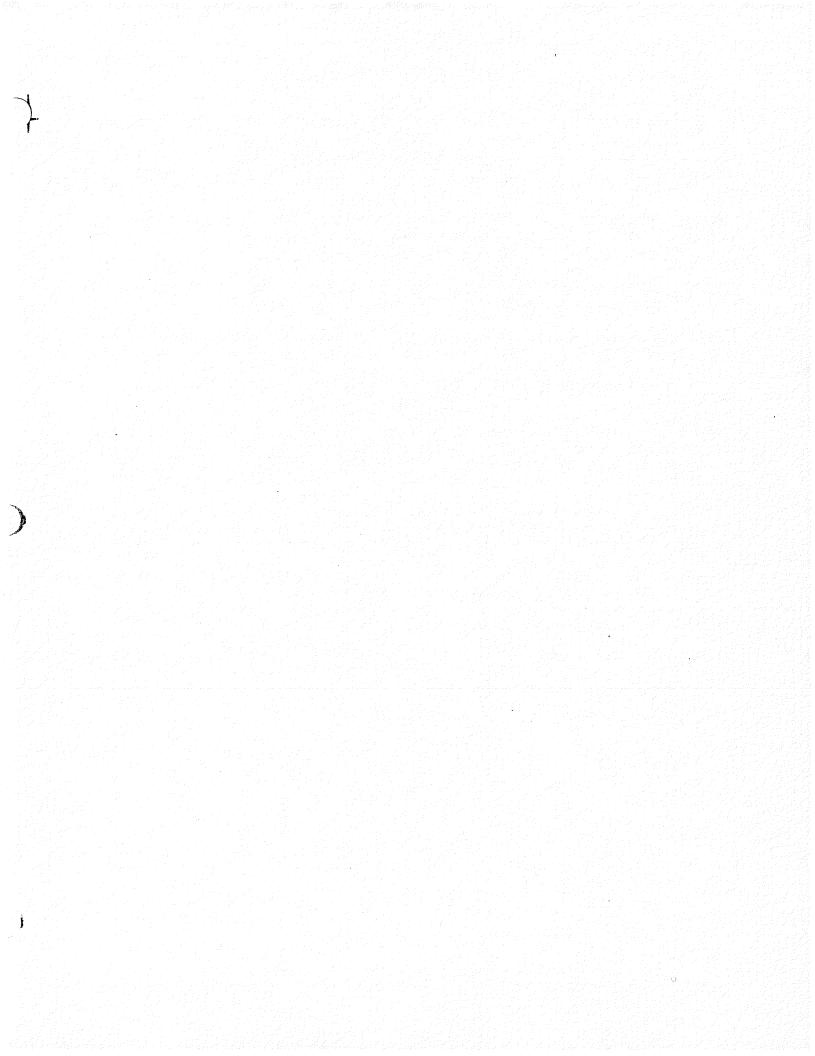
16. Preparation Information:

- 16.3 CONTENTS: System Safety Reports shall contain the following:
- a. System Description. This will consist of summary descriptions of the physical and functional characteristics of the system and its components. Reference to more detailed system and component descriptions, including specifications and detailed review documentation shall be supplied when such documentation is available. The capabilities, limitations and interdependence of these components shall be expressed in terms relevant to safety. The system and components shall be addressed in relation to its mission and its operational environment. System block diagrams or functional flow diagrams may be used to clarify system descriptions.
- b. Data. This will consist of summaries of data used to determine the safety aspects of design features.
- c. Hazard Analysis Results. This will consist of a summary or a total listing of the results of hazard analysis. Contents and formats may vary according to the individual requirements for hazard analysis results:
- 1. A summary of the results
- 2. A listing of identified hazards, in narrative or matrix format, to include the following information:
- (a) System/Subsystem/Unit. Enter the particular part of the system that this analysis is concerned with: For example, if this item(s) applies to a radar system modulator, enter "modulator". If there are several modulators in the system, be sure to clearly specify which one the analysis pertains to.
- (b) Component(s) Failure Mode(s). All component failure modes which can result in a hazard. Failure modes generally answer the question of "how" it fails.
- (c) Subsystem Failure Mode(s). The subsystem failure mode descriptions for the SHA are similar to the component descriptions provided in the SSHA. However, emphasis is now placed on failures affecting interfacing subsystem operations.
- (d) System Component/Phase. The particular phase/component that the analysis is concerned with. This could be a system, subsystem, component, operating/maintenance procedure or environmental condition.
- (e) System Event(s) Phase. The configuration or phase of the mission the system is in when the hazard is encountered, for example, during maintenance, during flight, during preflight, full-power applied, etc., or it could be encountered in all system events.
- (f) System Operation Description. A description of what is normally expected to occur as the result of operating the component/subsystem or performing the operating/maintenance action.
- (g) Hazard Description
- (1) A brief description of the hazard, for example, "Radiation leakage from radar set waveguide".
- (2) A complete description of the potential/actual hazards inherent in the item being analyzed, or resulting from normal actions or equipment failure.



2. Title:	3. Operator:	4. DR Number Page Date Rev.
Report, System Safety Database	QA00	6-SA04 3of 3
DATA REQUIREMENT DESCRIPT	ION - CONTINUATION	erre e <u>A. L. sek</u> rete (e. 1811)
11. Standard DRD Title:	12. Standa	rd DRD Number Rev. Page Date
[발표 : 발표 : [발표 :		

- 16. Preparation Information:
- 16.3 CONTENTS: System Safety Reports shall contain the following:
- (h) Hazard Identification/Indication. A description of operator/crew indications which include all means of identifying the hazard to operation/maintenance personnel.
- (i) Effect on System. The detrimental effects which could be inflicted on the system or personnel, resulting from this hazard. Possible upstream and downstream effects shall also be described.
- (j) Risk Assessment. A risk assessment for each hazard (classification of severity and probability of occurrence).
- (k) Recommended Action. The recommended action required to eliminate or control the hazard. Sufficient technical detail is required in order to permit the design engineers and the customer to adequately develop and assess design criteria resulting from the analysis and to include alternative designs and life cycle cost impact appropriate.
- (I) Effect of Recommended Action. The effect of the recommended action on the assigned risk assessment. If the recommended action will result in cost/schedule/performance penalties to the extent that the contractor requires government approval prior to incorporation, then these considerations will be addressed.
- (m) Remarks. Any information relating to the hazard not covered in other blocks, for example, applicable documents, previous failure data on similar systems, or administrative directions.
- (n) Status. The status of actions to implement the recommended, or other, hazard controls.
- (o) Caution and Warning Notes. A complete list of warnings, cautions, and procedures required in operating and maintenance manuals and for training courses.
- 16.4 FORMAT: Report will be submitted on 8 ½" x 11" paper and stored electronically in a database on the SSC S&MA server.
- 16.5 MAINTENANCE: The system Safety Database shall also be updated and available to the SSC community S&MA Web Page.
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD:



NASA	National Aeronautics and Space Administration John C. Stennis Space Cen
2. Title:	
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Space Admi John C. Ste	ennis Space Center		
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Report, OSHA Annu		QA00	6-SA05
	SUBMITTAL REC		100,00
5. Type:	6. Frequency of Submission:		
3	AN		
7. Distribution:			
3 Copies	8. Initial Submission:		
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	April 1, 2000		
9. As of Date:			
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COB April 1			
10. Remarks:			
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each to QA00 Safet	SA Headquarters through the NASA Sa Office, one (1) copy each to RA00 En	vironmental Officer. a	nd one (1) copy
	sidered complete without the following:		
	ial Safety and Mission Assurance.		
	DATA REQUIREMENT D	· · · · · · · · · · · · · · · · · · ·	
11. Standard DRD Title:			
11. Standard DRD Title.		12. Sta	ndard DRD Number Rev. Page Date
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NASA National Space A	Aeronautics and DATA REQUII	REMENT (DR)	Data Procurement Document 1. Number Issue
	Stennis Space Center	3. Operator:	4. DR Number Page Date Rev.
			생물에 다른 생물이 모습니다. 그 없는
Report, Critical S	System Breakdown	RA10	5-GA24 1 of 1
5. Type:	SUBMITTAL RE 6. Frequency of Submission:	QUIREMENTS	
7. Distribution: 3 Copies 1 copy RA10 1 copy QA00	8. Initial Submission: Within 8 working hours of each occumulation.	rrence by an electronic	means to RA10 Technical
10. Remarks: Submit one copy of failures of 13.8 k.V	of each report to RA10 and one copy to ./. systems.	QA00. Submit one copy	y to VA00 only on test related
<u></u>	DATA REQUIREMENT	DESCRIPTION (DRD)	
11. Standard DRD Titl Report Critical Sy		**************************************	dard DRD Number Rev. Page Date
Report, Critical System Breakdown 13. Use: To provide report failures to: a. Utility Systems b. Collateral Equipment with a value of \$500 or more c. Test Related Failures		14. Interrelationship: Annex 5.3.3.8	15. Reference:
16. Preparation Inform	ation:		tol of Critical

- 16.1 SCOPE: This Data Requirement establishes the requirement for the submittal of Critical System Breakdown reports.
- 16.2 APPLICABLE DOCUMENT: Critical System/Equipment Breakdown Report
- 16.3 CONTENTS:
- a. Identification of failed part; on component.
- b. System in which used, and circuit(s) affected.
- c. Local time and date of incident.
- d. Brief description of incident, and duration of outage.
- e. Corrective action taken to restore system affected.
- f. Symptom of failure.
- g. Cause of failure.
- h. Impact on operations of affected facilities.
- 16.4 FORMAT: Reports shall be submitted on 8 ½" x 11" paper (Breakdown Report Form)
- 16.5 MAINTENANCE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

NASA	National Aeronautics and Space Administration
	John C. Stennis Space Cente

2. Title:		3. Operator:	4. DR Number Page Date Rev.
Report, Maintenan	ce History	RA10	5-GA23 1 of 1
	SU	BMITTAL REQUIREMENTS	
5. Type: 3	6. Frequency of Submission:		
	AN		
7. Distribution:			
1 Copy RA10			
	8. Initial Submission:		
9. As of Date:	October 15		
October 15			
10. Remarks:			
	DATA BEG		
11. Standard DRD Title: Report, Maintenand		QUIREMENT DESCRIPTION (DRD) 12. Standa	ard DRD Number Rev. Page Date
			ard DRD Number Rev. Page Date 15. Reference:
Report, Maintenand	: ce History	12. Standa	
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Report, Maintenanc	: ce History	14. Interrelationship: Annex 5.4	
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Report, Maintenance 13. Use: Forecasting Mainten	: ce History nance	14. Interrelationship: Annex 5.4	
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Report, Maintenance 13. Use: Forecasting Mainten 16. Preparation Informate 16.1 SCOPE: This	: ce History nance tion: Data Requirement establish	14. Interrelationship: Annex 5.4	15. Reference:
Report, Maintenance 13. Use: Forecasting Mainten 16. Preparation Informate 16.1 SCOPE: This maintenance history	: ce History nance tion: Data Requirement establish	14. Interrelationship: Annex 5.4 Line Item 5.4.7.11	15. Reference:
Report, Maintenance 13. Use: Forecasting Mainten 16. Preparation Informate 16.1 SCOPE: This maintenance history 16.2 APPLICABLE 15.3 CONTENTS:	tion: Data Requirement establish data. DOCUMENTS: None Tables 5.4-2 and 5.4-3 prov	14. Interrelationship: Annex 5.4 Line Item 5.4.7.11	15. Reference: Int and submittal of Imm content required.
Report, Maintenance 13. Use: Forecasting Mainten 16. Preparation Informat 16.1 SCOPE: This maintenance history 16.2 APPLICABLE 15.3 CONTENTS: The data shall conta	tion: Data Requirement establish data. DOCUMENTS: None Tables 5.4-2 and 5.4-3 prov	14. Interrelationship: Annex 5.4 Line Item 5.4.7.11 hes the requirement for development wide the format and give the minimulation calls and maintenance work orders.	15. Reference: Int and submittal of Int content required.
Report, Maintenance 13. Use: Forecasting Mainten 16. Preparation Informate 16.1 SCOPE: This maintenance history 16.2 APPLICABLE 15.3 CONTENTS: The data shall contains	ce History chance tion: Data Requirement establish y data. DOCUMENTS: None Tables 5.4-2 and 5.4-3 provain information on all trouble to format is given in tables 5.4-5.	14. Interrelationship: Annex 5.4 Line Item 5.4.7.11 hes the requirement for development wide the format and give the minimulation calls and maintenance work orders.	15. Reference: Int and submittal of

Space Adn	eronautics and DATA REQUININISTRATION tennis Space Center	IREMENT (DR)	Data Procurement Document 1. Number Issue	
2. Title:		3. Operator:	4. DR Number Page Date Rev.	
Plan, Energy Management		RA10	5-GA22 1 of 1	
Carlo and house Wife		REQUIREMENTS		
5. Type: 3 7. Distribution:	6. Frequency of Submission: AN			
4 Copies				
RA10	8. Initial Submission:			
	8. Initial Submission.			
9. As of Date:	Initial submission within 60 days of	contract start date.		
September 15				
10. Remarks:				
Plan requires CO co Plan shall cover fisc	oncurrence. cal year period October 1 - September	r 30		
		T DESCRIPTION (DRD)		
11. Standard DRD Title:		12. Standard D	RD Number Rev. Page Date	
Plan, Energy Manag	gement			
13. Use:	ernam elektrika berilan elektrika b	14. Interrelationship:	15. Reference:	
Manage energy use	e to meet goals and regulations	Annex 5.4 Item Number 5.4.10.1	National Energy Conservation Policy Act Executive Orders 12759 & 12902	

16.1 SCOPE: This Data Requirement establishes the requirement for development and submittal of an annual Energy Management Plan.

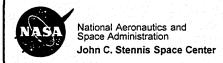
10 CFR 435 & 436

- 16.2 APPLICABLE DOCUMENTS: None
- 15.3 CONTENTS:
- a. Detailed plans on how the Contractor will meet the goals established by the National Energy Conservation Policy Act (NECPA), as amended and Executive Orders 12759 & 12902.
- b. Detailed instructions on how the Contractor will implement the "SSC Utilities Energy Consumption and Cost Allocation Procedures"
- c. Description of how the Contractor will achieve energy management for all Statement of Work requirements.
- 16.4 FORMAT: 8 ½" x 11" bond paper. Cover sheet shall provide title, date and fiscal year.
- 16.5 MAINTENANCE: None
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

National Aeronautics and Space Administration DATA REQUIR	EMENT (DR)	Data Procurement Document 1. Number Issue
John C. Stennis Space Center		
2. Title:	3. Operator:	4. DR Number Page Date Rev.
Report, Pesticide Usage	RA00	5-GA21 1 of 1
SUBMITTAL REQ	UIREMENTS	and the second of the second
5. Type: 2 6. Frequency of Submission: AN 7. Distribution: RA00 1 Copy		
8. Initial Submission:		
January 31, 2000		
9. As of Date:		
COB/Jan 31		
10. Remarks: One copy to be submitted to RA00 Environmental Officer. To following: 1) Cover letter of transmittal to the NASA Environmental copy ready to be filed in SSC Official Environmental File.	nmental Officer. 2) SSC O	
DATA REQUIREMENT D		
11. Standard DRD Title:	12. Standard D	ORD Number Rev. Page Date
Report, Pesticide Usage		
13. Use:	14. Interrelationship:	15. Reference:
Provide the Government with a copy of the Material Safety Data Sheet (MSDS) of new pesticides to be utilized utilized at the facility at least fifteen days prior to its use at SSC. Provide the government with an annual report of all pesticides utilized during the previous year at SSC.	Federal Insecticide, Fungicide and Rodenticide Act (FIFRA) Public Law (PL) 92-516	Mississippi's Pesticide Application Law of 1975 and Mississippi Code 1972, Sections 69-19-1 and 69-23-109. Rule 1, 2, 3 Annex 5.0 5.8.4.3
16. Preparation Information:16.1 SCOPE: This Data Requirement (DR) establishes the Pesticide Usage Report.	requirement for the annual	submission of the
16.2 APPLICABLE: None		
16.3CONTENTS: This report should include the name of the application, dilution rate used, active ingredients, EPA regist quantity of active ingredient per area, method of application, buildings, description of areas, month and year of application be treated with caution, use of certified personnel for treatmelocation or area, is the area monitored during and after treatmelocal or federal agencies.	ration #, target pest, purpose equipment, # of application n, State of application, area ent, are other pesticides use	se of application, ns, # of sites or s to avoid, areas to ed in the same
16.4 FORMAT: 8 ½" x 11" paper utilizing the attached Fede	eral Working Group on Pest	Management form.
16.5 MAINTENANCE: N/A		
16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRI	D: None	

Space Adr	eronautics and DATA REQUIRI ninistration tennis Space Center	EMENT (DR)	Data Procurement Document 1. Number Issue
2. Title:	n Partition of the File of the Community	3. Operator:	4. DR Number Page Date Rev.
Test Complex Reports		RA10	5-GA20
	SUBMITTAL REQ		
7. Distribution: RA10 Chief RA10 Test Complex Monitor Resources Office 9. As of Date: 10. Remarks: Reports are to be p	Monthly: Work Order Completion Rep Monthly: Maintenance Backlog Repor Monthly: Summary Maintenance Cost Quarterly: Job Completion and Job Ba 8. Initial Submission: 10 days after the financial month close 3 months plus 10 days after start of fis	t Report acklog Report monthly reports) cal year (quarterly repo	
11. Standard DRD Title:	DATA REQUIREMENT DE		ard DRD Number Rev. Page Date
13. Use:		14. Interrelationship:	15. Reference:
work accomplished	e used to evaluate the amount of as compared to planned work. In will be used as a check of job ed costs.		Annex 5.6.1.8, (para. 2, & 3) NHB 8831.2A, Chapter 1 (specifically 1.1.1.1.3)
16.1.b Content: Da NASA Facilities Mai	on: readsheet in Microsoft EXCEL ta shall be split out by Program, and the ntenance Handbook (NHB 8831.2A refer Il as reporting requirements. The contrac	enced above. (NHB 8	831.2A defines maintenance

			Data Procurement Document 1. Number Issue
NASA National Ae Space Adm	eronautics and DATA REQUIR	EMENT (DR)	1. Number Issue
	ennis Space Center		
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Master Maintenance	e Schedule Data Input	RA10	5-GA19 1 of 1
	SUBMITTAL REQ	UIREMENTS	
5. Type: 3	6. Frequency of Submission:		
	Daily		
7. Distribution:			
Master Scheduling			
Office	8. Initial Submission:	and the second s	
9. As of Date:	Prior to 7:00 a.m. each work day		
N/A			
<u> </u>			
10. Remarks: Inputs are usually m	nade in handwritten or database format	at a 7:00 a m. scheduling m	neeting Inputs can be
	us day but changes may have to be made		
schedule changes.	Inputs are to include anticipated work for	or PM, CM, Maintenance Pr	rojects, Grounds Care,
and other maintenar	nce and construction activities. Weekly	inputs with daily updates a	re preferred.
	DATA REQUIREMENT D	FSCRIPTION (DRD)	
11. Standard DRD Title:			DRD Number Rev. Page Date
13. Use:		14. Interrelationship:	15. Reference:
This information will	be used to determine what work is to		Annex 5.6.1.8, para. 1,
be accomplished ear	ch day in the various test complexes		Reporting
	rk content. This information will also		
	ffective access control such that lversely affected by maintenance		
and construction wo			
16. Preparation Information	on:		
16.1 Data Input			
16.1.a Format: Con	tractor determined		
	maintenance and construction activities	scheduled for actual work	in any test complex
	et work, COF and Vendor access. ch day are acceptable for access restric	ctions NASA directed reprie	oritization that affects
	ogram Office reprioritization and Operati		Jillization that arrests
			and the second of the second o



DATA REQUIREMENT (DR) **Continuation Sheet**

Data Procurement Document

1. Number

Issue

3. Operator:

4. DR Number Page Date Rev.

Energy Consumption and Cost Report

RA10

5-GA18 2 of 2

DATA REQUIREMENT DESCRIPTION - CONTINUATION

11. Standard DRD Title:

2. Title:

12. Standard DRD Number Rev. Page Date

Energy Consumption and Cost Report

16. Preparation Information:

16.3 CONTENTS: (Cont'd)

- 2. Final Monthly Energy Reports: (Due 3 days after National Gas Transportation invoice is certified)
 - a. SSC Resident Agencies Consumption and Cost Sharing Report
 - b. SSC Monthly Natural Gas Disbursement by NASA Program and Resident Agencies
 - c. Natural Gas history Report by Buildings
 - d. Consolidated Energy Consumption Report Adjusted and Actual
 - e. NASA ROS and PMS/ETB Facilities Energy Consumption and Cost Comparison Report
- 3. SSC Contractor Energy Consumption/Cost Report
 - a. When requested by NASA Legal

Quarterly Reports: (Due 30 days after end of guarter)

Cost sharing Recapitulation Reports

- a. Energy Consumption and Cost Report Resident Agencies, NASA Programs, ROS, PMS/ETB Facilities and MSAAP
- b. Utilities and Transportation Consumption and Cost Report on NASA Form 1520 and 1521

Annual Reports: (Due 30 days after end of quarter)

- 1. Annual NASA Utilities Consumption Back to Base Year FY85
- 2. Breakout and Graph of Actual Utilities/GSF
- 3. Annual Comparison of Utilities for NASA/SSC
- 4. Quarterly Comparisons
- 5. Annual Printout of SSC Contractor Energy Consumption
- 16.4 FORMAT: Itemized columnar entries on 8 1/2" x 11" paper. Note use existing report formats.
- 16.5 MAINTENANCE: N/A
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

b. Electric History Report by Buildingsc. Consolidated Electric Energy Report

7
NASA Nat Spa Joh
2. Title:
Energy Consu
5. Type: 3
7. Distribution:
Original and 2

Data Procurement Document

2. Title:		3. Operator:	4. DR Number Page Date Rev
Energy Consump	tion and Cost Report	RA10	5-GA18 1 of 2
	SUBMITTAL REQ		
5. Type: 3 7. Distribution:	6. Frequency of Submission: Preliminary Electric - Due 3 days after	certification of MPC	O invoice.
Original and 2 copies			
	8. Initial Submission:		
9. As of Date:			
10. Remarks:	and Salar and Market Control of the		
C ball original ar			
Summer or a constant of the	The series of report to PA10 (Energy Re	········· Coordinato	
Submit Original at	d two copies of report to RA10 (Energy Re	esources Coordinato	or).
Submit onginar ar	id two copies of report to RA10 (Energy Re	esources Coordinatc	
oubinit original ar	id two copies of report to RA10 (Energy Re	esources Coordinato	or).
	DATA REQUIREMENT DE	ESCRIPTION (DRD)	
11. Standard DRD Titl	DATA REQUIREMENT DE	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date
11. Standard DRD Titl Energy Consump	DATA REQUIREMENT DE	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date
11. Standard DRD Titl Energy Consumpt 13. Use:	DATA REQUIREMENT DE e: tion and Cost Report	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary	DATA REQUIREMENT DE e: tion and Cost Report y information for management of energy	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary	DATA REQUIREMENT DE e: tion and Cost Report	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for	DATA REQUIREMENT DE e: tion and Cost Report y information for management of energy	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for	DATA REQUIREMENT DE e: tion and Cost Report y information for management of energy	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for	DATA REQUIREMENT DE e: tion and Cost Report y information for management of energy	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP	DATA REQUIREMENT DE e: tion and Cost Report y information for management of energy r NASA Energy Coordinator to input data	ESCRIPTION (DRD)	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP	DATA REQUIREMENT DE e: tion and Cost Report y information for management of energy r NASA Energy Coordinator to input data	ESCRIPTION (DRD) 12. Sta 14. Interrelationship:	15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: Th	DATA REQUIREMENT DE e: tion and Cost Report y information for management of energy r NASA Energy Coordinator to input data	ESCRIPTION (DRD) 12. Sta 14. Interrelationship:	15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: The cost reports. Thes 16.3, and include	e: tion and Cost Report y information for management of energy NASA Energy Coordinator to input data ation: is Data Requirement establishes the requires reports shall be prepared and submitted consumption and cost data on electricity, respectively.	12. Sta 14. Interrelationship: rement for preparationship dignormalists described at frequencies	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph el, and propane/butane
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: The cost reports. Thes 16.3, and include consumed by indiv	e: tion and Cost Report y information for management of energy NASA Energy Coordinator to input data ation: is Data Requirement establishes the requires reports shall be prepared and submitted consumption and cost data on electricity, revidual users. Sources of data to be utilized.	12. Sta 14. Interrelationship: rement for preparationship dignormalists described at frequencies	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph el, and propane/butane
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: The cost reports. Thes 16.3, and include consumed by individed	e: tion and Cost Report y information for management of energy NASA Energy Coordinator to input data ation: is Data Requirement establishes the requires reports shall be prepared and submitted consumption and cost data on electricity, respectively.	12. Sta 14. Interrelationship: rement for preparationship dignormalists described at frequencies	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph el, and propane/butane
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: Th cost reports. These 16.3, and include consumed by individed estimates of consumers	e: tion and Cost Report y information for management of energy NASA Energy Coordinator to input data nation: is Data Requirement establishes the requires reports shall be prepared and submitted consumption and cost data on electricity, revidual users. Sources of data to be utilized umption based on assigned floor space.	12. Sta 14. Interrelationship: rement for preparationship dignormalists described at frequencies	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph el, and propane/butane
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: Th cost reports. These 16.3, and include consumed by individed estimates of consumers	e: tion and Cost Report y information for management of energy NASA Energy Coordinator to input data ation: is Data Requirement establishes the requires reports shall be prepared and submitted consumption and cost data on electricity, revidual users. Sources of data to be utilized.	12. Sta 14. Interrelationship: rement for preparationship dignormalists described at frequencies	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph el, and propane/butane
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: The cost reports. These 16.3, and include consumed by indivestimates of consumed to the consumer to the	e: tion and Cost Report y information for management of energy n NASA Energy Coordinator to input data ation: is Data Requirement establishes the requise reports shall be prepared and submitted consumption and cost data on electricity, revidual users. Sources of data to be utilized umption based on assigned floor space. E DOCUMENTS: None	12. Sta 14. Interrelationship: rement for preparationship dignormalists described at frequencies	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph el, and propane/butane
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: The cost reports. These 16.3, and include consumed by individed estimates of consumed to the consumer to	e: tion and Cost Report y information for management of energy n NASA Energy Coordinator to input data ation: is Data Requirement establishes the requise reports shall be prepared and submitted consumption and cost data on electricity, revidual users. Sources of data to be utilized umption based on assigned floor space. E DOCUMENTS: None	12. Sta 14. Interrelationship: rement for preparationship dignormalists described at frequencies	15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph el, and propane/butane
11. Standard DRD Titl Energy Consumpt 13. Use: Provide necessary resources, and for to HQ/JE ERMP 16. Preparation Inform 16.1 SCOPE: The cost reports. These 16.3, and include consumed by indivestimates of consumed to the consumer to the	e: tion and Cost Report y information for management of energy n NASA Energy Coordinator to input data ation: is Data Requirement establishes the requise reports shall be prepared and submitted consumption and cost data on electricity, revidual users. Sources of data to be utilized umption based on assigned floor space. E DOCUMENTS: None	rement for preparation at frequencies description at these reports income.	andard DRD Number Rev. Page Date 15. Reference: NASA Form 1520 NASA Form 1521 Para 5.4.10.2 on of energy consumption and cribed below in Paragraph rel, and propane/butane clude energy meters and

	/ 항공 : 물 이 모고 1일 시간 화장.
NASA	National Aeronautics and Space Administration
	John C. Stennis Space Center

DATA REQUIREMENT (DR)

Data Procurement Document

1. Number Issue

	termis Space Seriter		
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Integrated Pest Mg	t Plan and Work Schedules	RA10	5-GA17 1 of 1
ting and an analysis of	SUBMITTAL RE	QUIREMENTS	
5. Type:	Frequency of Submission: Submit the Integrated Pest Manager annual Inspection Schedule shall be	submitted annually, by	December 15 for the following
7. Distribution: 1 copy of each	year. The monthly treatment schedule shall be submitted the 25th of each month for work to be performed the following month, and for work performed the previous month.		
plan or schedule			
to RA10	8. Initial Submission:		
9. As of Date:	15 Days prior to contract commencement submit the Integrated Pest Management Plan, annual inspection schedule (from contract commencement through December 31 of current year) and the first monthly treatment schedule.		
	DATA REQUIREMENT		
11. Standard DRD Title		12. Star	ndard DRD Number Rev. Page Date
13. Use:			15. Reference:
is. Use:		14. Interrelationship:	15. Reference:
	t Management Plan, inspection hly treatment schedule will be used performance.		Annex 5.8 Para 5.8.4.2
16.1.a Format. Co 16.1.b Content: Th	tion: st Management Plan intractor determined ne contractor shall provide an Integrated ed in the performance of this contract.		

- 16.2 Annual Inspection and Monthly Treatment Schedules
- 16.2.a Format: Computerized schedules compatible with Microsoft Project
- 16.2.b Content: The annual inspection schedule shall itemize all inspections by month. The monthly treatment schedule shall provide a detailed schedule of known treatment work, and an updated list of the previous months work showing: scheduled work accomplished, scheduled work not accomplished, rescheduled work, and non-scheduled work accomplished.
- 16.3 Maintenance: Revisions are required within 30 days of receipt of applicable contract modifications. Revisions to the Grounds Maintenance Plan are required if methods and procedures are changed.

Space Ad	Aeronautics and DATA RE ministration Stennis Space Center	EQUIREMENT (DR)	Data Procurement Documen 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Env & Econ Practi	ces on Fed Landscape	RA10	5-GA16 1 of 1
		TAL REQUIREMENTS	
5. Type:7. Distribution:	6. Frequency of Submission: Submit the Grounds Maintena Each monthly work plan shall performed the following month	be submitted by the 25th of e	
1 copy of each plan to RA10			
	8. Initial Submission:		
9. As of Date:	15 days prior to contract comm first monthly work plan.	nencement submit the Grour	nds Maintenance Plan, and the
10. Remarks:			
		MENT DESCRIPTION (DRD)	
11. Standard DRD Title		12. Sta	andard DRD Number Rev. Page Date
13. Use:	and the second of the second o	14. Interrelationship:	15. Reference:

progress and quality of work.

- 16.1 Maintenance Plan
- 16.1.a Format: Contractor determined.
- 16.1.b. Content: The contractor shall provide a Maintenance Plan that discusses methods and procedures used in the performance of this contract. The plan shall also address item 5.8 of the specification.

Annex 5.8,

5.8.4.1 Exec Memo

4/26/94 "Enviro and Economically Beneficial Practices on Fed. Landscape

16.2 Work Plan and Updated Monthly Work Plan

The Grounds Maintenance Plan, work plan and

monthly work plans will be used to monitor contractor

- 16.2.a Format: Computerized schedule compatible with Microsoft Project
- 16.2.b Content: The work plan shall itemize all required work in item 5.8 by month. The monthly work plan shall provide an updated, detailed schedule of grounds maintenance work and an updated list of the previous months work showing: scheduled work accomplished, scheduled work not accomplished, rescheduled work, and non-scheduled work accomplished.
- 16.3 Maintenance: Revisions are required within 30 days of receipt of applicable contract modifications. Revisions to the Grounds Maintenance Plan are required if methods and procedures are changed.

Space Admi	eronautics and DATA RE inistration ennis Space Center	EQUIREMENT (DR)	Data Procurement Document 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Operations Plan for	Test Complex	RA10	5-GA15 1 of 1
		TTAL REQUIREMENTS	alang ay 1995 mg Nathary Bada giban ng bada ga
5. Type: 3 7. Distribution: 4 Copies RA10	6. Frequency of Submission: AN		
9. As of Date:	8. Initial Submission: Initial Submission within 60 da	ays of contract start date	
September 15			
10. Remarks:			
Plan requires RA10	concurrence. Plan shall cover	Fiscal Year Period, October	1-September 30.
. Massail <u>aidea a</u> g	DATA REQUIR	REMENT DESCRIPTION (DRD)	
11. Standard DRD Title:		12. Sta	andard DRD Number Rev. Page Date
13. Use:		14. Interrelationship:	15. Reference:
Forecast operations	for the following year		Annex 5.6.1.6

- 16. Preparation Information:
- 16.1 SCOPE: This Data Requirement establishes the requirement for development and submittal of an annual Operational Plan.
- 16.2 APPLICABLE DOCUMENTS: None
- 16.3 CONTENTS: Subject report shall provide the following:
- a. Detail instructions on how the contractor plans to perform all required Operations (to meet Annex 5.5 and Avaliability Requirements)
- b. Detailed plans in regard to methods which will be used by technicians in order to complete maintenance and operations in a safe, timely and quality manner. Any instructions or procedures required for completion of work shall be included as part of the original plan.
- c. Details addressing specific procedures, training, etc. which will be used to ensure that personnel requirements are continuously met. The plan shall address issues such as start-up/transition, attrition, contingency plans, etc.
- 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheet shall provide Title, Date and Fiscal Year of Plan. Documents and sections shall be indexed.
- 16.5 MAINTENANCE: None
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Space Adn	Aeronautics and DATA REQUIR Ministration Stennis Space Center	EMENT (DI	₹)	Data Procurement Document 1. Number Issue
2. Title:		3. Operator:	:	4. DR Number Page Date Rev.
Report, Solid Waste	e Disposal	RA10		5-GA13 1 of 1
	SUBMITTAL REQ			
5. Type: 2 7. Distribution: RA10 (1 Copy) RA00 (1 Copy)	6. Frequency of Submission: MO			
9. As of Date: COB/Jan 31 thru Dec 21	8. Initial Submission: January 31, 2000			
The DRD will not be	omitted to RA10 Technical Operations Of e considered without the following: 1) Coer. 2) SSC Official File Number and co	Cover letter of topy ready to be	transmittal to t e filed in SSC (the NASA
	DATA REQUIREMENT D	ESCRIPTION (D		
 Standard DRD Title: Report, Solid Waste 	원리, 그렇게 되었다고 보다 하다 아이에 하는 말이다.		12. Standard DI 5-GA13	ORD Number Rev. Page Date
quantities of waste I	nment with a monthly report of the handled at the SSC Class A Landfill. also include the quantity of waste Rubbish site.	and Recove (RCRA) Mississippi I	Conservation ery Act Non- Solid Waste	15. Reference: SPG 4130.2B Environmental Resource Document Annex 5.4.6.2.3
report of the solid w	tion: s Data Requirement (DR) establishes the vaste placed in the Class A Landfill and the DOCUMENT: None			sion and monthly

to palace and the company of the com

16.3 CONTENTS: This report will reflect the weekly activities at the Class A Landfill and the permitted Rubbish site. The report should state the quantity (in tons) of waste handled at the Specific Landfill Cell and the rubbish site. At the end of each week, a total quantity should be shown on the report and an average tonnage per week should be identified on the monthly report. Copies of the operator's signed log sheets and any other pertinent disposal paperwork must be submitted with the monthly report.

16.4 FORMAT: 8 1/2" x 11" paper or as otherwise specified by NASA.

16.5 MAINTENANCE: N/A

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Data Procurement Document 1. Number Issue DATA REQUIREMENT (DR) National Aeronautics and Space Administration John C. Stennis Space Center 4. DR Number Page Date Rev. 3. Operator: Report, Refuse Pickup Schedule RA₁₀ 5-GA12 1 of 1 SUBMITTAL REQUIREMENTS 5. Type: 6. Frequency of Submission: MO 2 7. Distribution: RA10 (1 Copy) RA00 (1 Copy) 8. Initial Submission: 9. As of Date: January 31, 2000 COB/Jan 31 thru Dec 31 10. Remarks: One copy to be submitted to RA10 Technical Operations Office and one copy to the RA00 Environmental Officer. The DRD will not be considered without the following: 1) Cover letter of transmittal to the NASA Environmental Officer. 2) SSC Official File Number and copy ready to be filed in SSC Official Environmental Files. DATA REQUIREMENT DESCRIPTION (DRD)

11. Standard DRD Title:	12. Standard DI	RD Number Rev. Page Date
Report, Refuse Pickup Schedule		
13. Use: 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.	14. Interrelationship:	15. Reference:
Provide the Government with a copy of the initial Refuse	Resource Conservation	SPG 4130.2B
Schedule and submit a monthly update of the schedule. If	and Recovery Act	
there is not change from a prior month that should be	(RCRA)	Environmental Resource
noted in a cover letter to the Government.		Document
당하 기계 :	Mississippi Non-	
Official File Number 8800.12.B	Hazardous Solid Waste	Annex 5.4.6.1.1
	Management Plan	■ Property Section 2 (1997年)
	Per all adaptives 365 A	

16. Preparation Information:

16.1 SCOPE: This Data Requirement (DR) establishes the requirement for the submission and monthly updates of the refuse pickup schedule.

16.2 APPLICABLE DOCUMENT: None

16.3 CONTENTS: This report should include the location of the pickups by building number and name, day of the scheduled pickup and the state the size of the refuse container.

16.4 FORMAT: 8 1/2" x 11" paper or as otherwise specified by NASA.

16.5 MAINTENANCE: N/A

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Space Adn	eronautics and ninistration tennis Space Center	JIREMENT (DR)	Data Procurement 1. Number	Document Issue
2. Title:		3. Operator:	4. DR Number Page D	ate Rev.
Marine Operations	Plan	RA10	5-GA11 1 of 1	
ga no nakili oli o	SUBMITTAL	REQUIREMENTS		
5. Type: 3 7. Distribution: 4 Copies RA10	6. Frequency of Submission: AN			
9. As of Date: September 15	8. Initial Submission: Initial Submission within 60 days	of contract start date		
10. Remarks:				,
Plan requires RA10	concurrence. Plan shall cover Fisc	cal Year Period, Octob	er 1-September 30.	
	DATA REQUIREME	NT DESCRIPTION (DRD)		
11. Standard DRD Title:	The second secon		Standard DRD Number Rev. Page	Date
13. Use:		14. Interrelationship	: 15. Reference:	

- 16.1 SCOPE: This Data Requirement establishes the requirement for development and submittal of a Marine Operational Plan.
- 16.2 APPLICABLE DOCUMENTS: None

Forecast operations for the following year

- 16.3 CONTENTS: Subject report shall provide the following:
- a. Detail instructions on how the contractor plans to perform all required Operations (to meet Annex 5.5 and Avaliability Requirements)

Annex 5.4.5.1

- b. Detailed plans in regard to methods which will be used by technicians in order to complete maintenance and operations in a safe, timely and quality manner. Any instructions or procedures required for completion of work shall be included as part of the original plan.
- c. Details addressing specific procedures, training, etc. which will be used to ensure that personnel requirements are continuously met. The plan shall address issues such as start-up/transition, attrition, contingency plans, etc.
- 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheet shall provide Title, Date and Fiscal Year of Plan. Documents and sections shall be indexed.
- 16.5 MAINTENANCE: None
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Space Adm	eronautics and DATA REQUIRE inistration lennis Space Center	EMENT (DR)	Data Procurement Document 1. Number Issue
2. Title:	A Company of the English Section 2015	3. Operator:	4. DR Number Page Date Rev.
Plan, Utilities Opera	ations	RA10	5-GA10 1 of 1
	SUBMITTAL REQU	JIREMENTS	
5. Type: 3 7. Distribution: 4 Copies RA10	6. Frequency of Submission: AN		
9. As of Date:	8. Initial Submission: Initial Submission within 60 days of cor	ntract start date	
September 15			
10. Remarks:			e de la Maria de la Caración de Caración d
Plan requires CO co	oncurrence. Plan shall cover Fiscal Year	Period, October 1-Se	ptember 30.
	DATA REQUIREMENT DE	SCRIPTION (DRD)	
11. Standard DRD Title:		12. Stand	dard DRD Number Rev. Page Date
13. Use:		14. Interrelationship:	15. Reference:
Forecast operations	for the following year	Annex 5.4 & 5.4.1.5	

- 16. Preparation Information:
- 16.1 SCOPE: This Data Requirement establishes the requirement for development and submittal of an annual Operational Plan.
- 16.2 APPLICABLE DOCUMENTS: None
- 16.3 CONTENTS: Subject report shall provide the following:
- a. Detailed instructions on how the contractor plans to perform all required Operations (to meet Annex 5.5 and Avaliability Requirements)
- b. Detailed plans in regard to methods which will be used by technicians in order to complete maintenance and operations in a safe, timely and quality manner. Any instructions or procedures required for completion of work shall be included as part of the original plan.
- c. Details addressing specific procedures, training, etc. which will be used to ensure that personnel requirements are continuously met. The plan shall address issues such as start-up/transition, attrition, contingency plans, etc.
- 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheet shall provide Title, Date and Fiscal Year of Plan. Documents and sections shall be indexed.
- 16.5 MAINTENANCE: None
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Space Adr	eronautics and DATA REQUIR ninistration tennis Space Center	Data Procurement Documer 1. Number Issue	
2. Title: Procedu	res, Standard Operating Procedures	3. Operator:	4. DR Number Page Date Rev.
and Operation Mar	uals	RA10	5-GA09 1 of 1
	SUBMITTAL REC	UIREMENTS	
5. Type: 3 7. Distribution: 4 Copies RA10	6. Frequency of Submission: RT		
9. As of Date: N/A	8. Initial Submission: Submit for RA10 concurrence within 9	0 days of contract sta	art date.
10. Remarks:			
	DATA REQUIREMENT D		
11. Standard DRD Title:		12. Star	ndard DRD Number Rev. Page Date

14. Interrelationship:

15. Reference:

Annex 5..4.1.3

Annex 5.1 Def. (SOP)

5.4.3.1.3.1, 5.4.3.2.3.1 5.4.3.3.1.5, 5.4.3.3.3.1 5.4.3.4.3.1, 5.4.3.4.3.2 5.4.3.5.3.3, 5.4.4.2.3.1

16. Preparation Information:

13. Use:

- 16.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of Stand Operating Procedures (SOP) and Operation Manuals.
- 16.2 APPLICABLE DOCUMENT: None

Document Operating Procedures

- 16.3 CONTENTS: Submittals shall include:
- a. Any instructions required to operate utility systems for activities which commonly occur, including detailed step-by-step instructions.
- b. Any necessary instructions/manuals required to provide operator instructions for day-to-day and reoccurring operational utility activities.
- 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheets shall provide Title, Date and Revision of each SOP or Operation Manual.
- 16.5 MAINTENANCE: Submit revisions to Operation Manuals within 30 days of operational modification. Any new SOP shall be submitted a minimum of 3 work days prior to the execution of the procedure.
- 16.6 EXCEPTIONS/ADDITION TO THIS STANDARD DRD: None

National Aeronautics and Space Administration John C. Stennis Space Center	ATA REQUIREMENT (DR)	Data Procurement Document 1. Number Issue
2. Title:	3. Operator:	4. DR Number Page Date Rev.
List Availability Documentation	RA10	5-GA08 1 of 1
	SUBMITTAL REQUIREMENTS	
5. Type: 3 6. Frequency of Submissi MO 7. Distribution: 3 Copies 1-DA00 C.O. 2-RA10	on:	
9. As of Date: 28, 30, 31/10	fter full month from contract start	
10. Remarks: Annex 5.5 defines Availability Requirement Table 5.5-4 lists the Availability Units for will Table 5.5-5 gives the allowable occurrence	hich availability must be reported.	
	A REQUIREMENT DESCRIPTION (DRD)	
11. Standard DRD Title:	12. St	tandard DRD Number Rev. Page Date
List, Availability Documentation		。我們說以因為此效果的意思。中的意思
13. Üse:	14. Interrelationship:	15. Reference:
To document loss for availability for utility s	system	Annex 5.5

16.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of Availability Documentation related to Utilities Equipment & Systems defined in contract.

16.2 APPLICABLE DOCUMENT: None

16.3 CONTENTS: Submittals shall include: A listing of malfunction and unavailability occurrences for each Availability Unit given in Table 5.5-1. This will be a running total of Utility malfunction and unavailability per Availability Unit during the contractor year. It shall include pertinent data such as date and time Units are unavailable, individuals who were contacted, and details concerning the reason and duration of the unavailability. The listing shall highlight and distinguish units that have exceeded the allowable occurrences established in Table 5.5-3, and shall present a plan to reduce future Availability Losses for the systems/ equipment which have unacceptable Availability Losses.

16.4 FORMAT: 8 1/2" x 11" Bond Paper. Cover sheets provide Title and Date.

16.5 MAINTENANCE: None

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

NASA	National Aeronautics and Space Administration
	John C. Stennis Space Cente

Data Procurement Document

1. Number Issue

2. Title:		3. Operator:	4. DR Number Page Date Re
NASA Refrigeran	t Inventory	RA10	5-GA07 1 of 1
Zur Haagier taa	SUBMITTAL RE		
5. Type: 3 7. Distribution: 2 Copies RA10 RA00	6. Frequency of Submission: AN 8. Initial Submission:		
9. As of Date: 10/30	October 30 following award of contra	ict.	
Initial submittal sh	all include inventory taken at start of cor	troot Following initial su	-bmittal annual culmittals
shall be due on O	DATA REQUIREMENT e:	DESCRIPTION (DRD)	ubmittal, annual submittals
shall be due on O	DATA REQUIREMENT	DESCRIPTION (DRD)	
shall be due on Or 11. Standard DRD Titl NASA Refrigerant 13. Use: To provide a repor refrigerants. Will t	DATA REQUIREMENT	DESCRIPTION (DRD) 12. Stand	lard DRD Number Rev. Page Date
shall be due on Or 11. Standard DRD Titl NASA Refrigerant 13. Use: To provide a repor refrigerants. Will the requirements esta	ctober 10. DATA REQUIREMENT e: Inventory rt on the inventory of NASA owned be used to audit compliance with ablished for refrigerant use.	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	15. Reference: Annex 5.4.4.2
shall be due on Original Standard DRD Title NASA Refrigerant 13. Use: To provide a report refrigerants. Will be requirements estants and the stantants of the s	ctober 10. DATA REQUIREMENT e: Inventory rt on the inventory of NASA owned be used to audit compliance with ablished for refrigerant use.	DESCRIPTION (DRD) 12. Stand 14. Interrelationship:	15. Reference: Annex 5.4.4.2
shall be due on Original Standard DRD Title NASA Refrigerant 13. Use: To provide a report refrigerants. Will be requirements estarted. Preparation Inform 16.1 SCOPE: The 16.2 APPLICABLE 16.3 CONTENTS	ctober 10. DATA REQUIREMENT The: Inventory Inventory The on the inventory of NASA owned be used to audit compliance with ablished for refrigerant use. The only of NASA owned be used to audit compliance with ablished for refrigerant use.	DESCRIPTION (DRD) 12. Stand 14. Interrelationship: ng the inventory of NASA ies at start and end of Fig.	15. Reference: Annex 5.4.4.2 A owned refrigerants. scal Year. Quantities shall
shall be due on Original Standard DRD Title NASA Refrigerant 13. Use: To provide a report refrigerants. Will be requirements estarted. Preparation Inform 16.1 SCOPE: The 16.2 APPLICABLE 16.3 CONTENTS	DATA REQUIREMENT Te: Inventory Inventory In the inventory of NASA owned be used to audit compliance with ablished for refrigerant use. Institution: Instituti	DESCRIPTION (DRD) 12. Stand 14. Interrelationship: ng the inventory of NASA ies at start and end of Fig.	15. Reference: Annex 5.4.4.2 A owned refrigerants. scal Year. Quantities shall
11. Standard DRD Tith NASA Refrigerant 13. Use: To provide a report refrigerants. Will be requirements esta 16. Preparation Inform 16.1 SCOPE: The presented by respected by	DATA REQUIREMENT Te: Inventory Inventory In the inventory of NASA owned be used to audit compliance with ablished for refrigerant use. Institution: Instituti	DESCRIPTION (DRD) 12. Stand 14. Interrelationship: ng the inventory of NASA ies at start and end of Fig.	15. Reference: Annex 5.4.4.2 A owned refrigerants. scal Year. Quantities shall

NASA	National Aeronautics and Space Administration
	John C. Stennis Space Center

DATA REQUIREMENT (DR)

Data Procurement Document

1. Number Issue

Space Admi John C. Ste	inistration ennis Space Center		
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Report, HVAC Wate	er Treatment	RA10	5-GA06 1 of 1
SUBMITTAL REQUIREMENTS			
5. Type: 3	6. Frequency of Submission: QU		
7. Distribution: 1 Copy RA10			
9. As of Date: 10/15	8. Initial Submission: January 10, following award of cont	ract.	
10. Remarks: Initial report shall coof the month following	ver October 1 through December 31. ng each quarter.	Subsequent reports sha	II be provided on the 10 th
	DATA DECUDEMENT	DESCRIPTION (DDD)	
11. Standard DRD Title:	DATA REQUIREMENT		ard DRD Number Rev. Page Date
			lard DRD Number Rev. Page Date
11. Standard DRD Title: Report, HVAC Water 13. Use:			ard DRD Number Rev. Page Date 15. Reference:
Report, HVAC Water 13. Use:		12. Stand	
Report, HVAC Water 13. Use: To provide summary systems.	r Treatment	12. Stand	15. Reference: Annex 5.4.4.2
Report, HVAC Water 13. Use: To provide summary systems.	r Treatment of water treatment of HVAC on: Data Requirement provides complete	12. Stand	15. Reference: Annex 5.4.4.2
Report, HVAC Water 13. Use: To provide summary systems. 16. Preparation Information 16.1 SCOPE: This is in the system of the sy	r Treatment of water treatment of HVAC on: Data Requirement provides complete	12. Stand 14. Interrelationship: e reporting on HVAC Wate	15. Reference: Annex 5.4.4.2 er Treatment. condenser water, chilled water ibitors, biocides, algaecides,
Report, HVAC Water 13. Use: To provide summary systems. 16. Preparation Information 16.1 SCOPE: This is in the system of the sy	on: Data Requirement provides complete DOCUMENT: None Report chemical concentrations and systems. Shall include chemical concentral concentrations and systems. Shall include chemical concentral ad conclusions for discrepancies.	12. Stand 14. Interrelationship: e reporting on HVAC Wate	15. Reference: Annex 5.4.4.2 er Treatment. condenser water, chilled water ibitors, biocides, algaecides,
Report, HVAC Water 13. Use: To provide summary systems. 16. Preparation Information 16.1 SCOPE: This is 16.2 APPLICABLE If 16.3 CONTENTS: Franch heating water systems. Shall include more recommendations ar 16.4 FORMAT: 8 ½	on: Data Requirement provides complete DOCUMENT: None Report chemical concentrations and systems. Shall include chemical concentral concentrations and systems. Shall include chemical concentral ad conclusions for discrepancies.	12. Stand 14. Interrelationship: e reporting on HVAC Wate	15. Reference: Annex 5.4.4.2 er Treatment. condenser water, chilled water ibitors, biocides, algaecides,

National Aeronautics and Space Administration John C. Stennis Space Center	DATA REQUI	REMENT (DR	8)	Data Procurement Docume 1. Number Issue Rev 2
2. Title:		3. Operator:		4. DR Number Page Date Rev.
Report, Fuel Utilization		RA20		5-GA04 1 of 1
	SUBMITTAL RE	QUIREMENTS		
5. Type: 3 6. Frequency of S MO 7. Distribution: 2 Copies RA10 RA20	ubmission:			
8. Initial Submission September 5, 19. As of Date:				
28, 30, 31/5				
10. Remarks:				
This report must be submitted NLT tand copy to RA20 Transportation Of		e month for the	preceding mo	nth. Deliver original
	DATA REQUIREMENT	DESCRIPTION (DF		
11. Standard DRD Title:			12. Standard D	RD Number Rev. Page Date
Report, Fuel Utilization			N/A	
13. Use:		14. Interrelation	iship:	15. Reference:
To provide basic usage data of all fu	els for NASA/SSC	Annual Fore Fuels	cast of	Annex 5.4.3.4

- 16. Preparation Information:
- 16.1 SCOPE: This Data Requirement establishes the requirement for the preparation of a fuel utilization report on a monthly basis.
- 16.2 APPLICABLE DOCUMENT: None
- 16.3 CONTENTS: Subject report shall begin with the opening inventory as of the first day of the month for each product gasoline, diesel fuel, and propane. (Other fuels may be added) The report shall show the closing for each product. The report shall break out transactions by individual vehicle identification, by vehicle class, by customer, by building delivery location as applicable to the method of fuel consumption.
- 16.4 FORMAT: 8 1/2" x 11" paper.
- 16.5 MAINTENANCE: N/A

1

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Data Procurement Document 1. Number Issue DATA REQUIREMENT (DR) National Aeronautics and Space Administration Rev 2 John C. Stennis Space Center 3. Operator: 4. DR Number Page Date Rev. Report, Fuel Receipt (Monthly) **RA20** 5-GA03 1 of 1 SUBMITTAL REQUIREMENTS 5. Type: 6. Frequency of Submission: MO 7. Distribution: 1 Copy **RA20** 8. Initial Submission: September 5, 1999 9. As of Date: 28, 30 31/5 10. Remarks: Report shall cover the first through the last day of the month. Deliver one copy to RA20 Transportation Officer. by the fifth work day of the following month. DATA REQUIREMENT DESCRIPTION (DRD) 11. Standard DRD Title: 12. Standard DRD Number Rev. Page Date Report, Fuel Receipt (Monthly) 14. Interrelationship: 13. Use: 15. Reference: To provide a complete summary of all fuels received Receiving reports and Annex 5.4.3.4 monthly vendor billings each month. (DD 250's where applicable) Annual Forecast 16. Preparation Information: 16.1 SCOPE: This Data Requirement establishes the product - gasoline, diesel, fuel, propane, or other fuels - actually received.

- 16.2 APPLICABLE DOCUMENTS: None
- 16.3 CONTENTS: Report will reflect the product shipper's numbers, date received, exact quantity, SSC Order No., vendor delivery vehicle number and other appropriate remarks.
- 16.4 FORMAT:
- 16.5 MAINTENANCE: None
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Space .	al Aeronautics and Administration C. Stennis Space Center	EMENT (DR)	Data Procurement Docume 1. Number Issue Rev 2
2. Title: Repor	t, Energy Management Control System	3. Operator:	4. DR Number Page Date Rev.
(EMCS) Status		RA10	5-GA02 1 of 1
	SUBMITTAL REQ		
5. Type: 3 7. Distribution: 2 Copies RA10 RA30	6. Frequency of Submission: MO 8. Initial Submission:		
0.00-40-4	September 10, 1999		
9. As of Date:	된 스펙트스트를 받았다. 그리고 그는		
28, 30, 31/10			
10. Remarks: Contractor to sub Facilities and equ	omit monthly report showing number of pertuipment.	inent alarms and sys	tem failures in the utilities,
er en	DATA REQUIREMENT DE	ESCRIPTION (DRD)	
11. Standard DRD Tit			ndard DRD Number Rev. Page Date
Report, EMCS St	atus		
13. Use:		14. Interrelationship:	15. Reference:

- 16.1 SCOPE: This Data Requirement provides information on the status of the Energy Management Control System and of SSC Utilities, Facilities and Equipment.
- 16.2 APPLICABLE DOCUMENT: None
- 16.3 CONTENTS: The report shall show the following:

To provide NASA with utility, facility and equipment status

- A. Type and number of significant central station hardware failures
- B. Number of significant alarms recognized by the EMCS, how many were nuisance, how many were corrected by the EMCS operator, and how many necessitated the dispatch of a technician.

Annex 5.4.3.4

- C. Number of EMCS instrumentation and HVAC trouble calls to the EMCS, how many were corrected by the EMCS operator, and how many necessitated the dispatch of a technician.
- D. EMCS Host generated Failed Points Listing.
- E. Listing of all open Work Orders (for EMCS repairs) and all work orders closed out during the reporting period. Data shall include building location, priority, status, date received and work description.
- F. Listing of all significant activities involving chillers and boilers. Shall include recurring equipment resets (more than 2 resets within 7 days, or more than 4 resets within 30 days), failed equipment, equipment repairs, scheduled outages, or other significant equipment concerns.
- 16.4 FORMAT: 8 x 10 sheets
- 16.5 MAINTENANCE: N/A

National Aeronautics and Space Administration John C. Stennis Space Center 2. Title:

DATA REQUIREMENT (DR)

Data Procurement Document

1. Number Issue
Rev 2

John C. Ste	nnis Space Center		
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Report, Fuel Foreca	st (Annual)	RA20	5-GA01 1 of 1
	SUBMITTAL REG	QUIREMENTS	Ridge, and the care conjugation
5. Type: 2 7. Distribution: 3 Copies RA20	6. Frequency of Submission: Annual		
9. As of Date:	8. Initial Submission: *		
	nitted by COB 8/30 for the ordering per oruary 28. Deliver three copies to RA2		llowing March 31 and
	DATA REQUIREMENT I		
11. Standard DRD Title:		12. Standard I	DRD Number Rev. Page Date
Report, Fuel Foreca	st (Annual)		
13. Use: To provide necessar the Defense Fuel Su	y inputs enabling coordination with pply Center	14. Interrelationship: Monthly Utilization and Receipt Report	15. Reference: Annex 5.4.3.4
fuel for SSC consum 16.2 APPLICABLE I 16.3 CONTENTS: The report shall be in following year, with a 16.4 FORMAT: NA 16.5 MAINTENANC	Data Requirement establishes the requestion. DOCUMENTS: NASA Form 558 This forecast report shall reflect anticipe monthly increments. Reporting perious updated forecast submitted in Februs SA Form 558	ated consumption of fuels fo ds shall be from April 1 thro ary picking up the next 12-r	or a one-year period. ough March 31 of the

Space Adn	eronautics and DATA REQU ninistration tennis Space Center	IREMENT (DR)	Data Procurement Docume 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Document Reading	s on Meters	RA10	5-FA07 1 of 1
	SUBMITTAL R	REQUIREMENTS	
5. Type: 3 7. Distribution: 1 Copy RA10 9. As of Date: Readings taken last workday of each month/ document due 10th of each month 10. Remarks:	6. Frequency of Submission: MO 8. Initial Submission: e taken and data recorded on the last	workday of each month. R	
All readings must be each month.		workday of caon monar.	eport is due on the 10 th of
All readings must be each month.		workday or each monail. The	eport is due on the 10 th of
each month.	DATA REQUIREMENT	T DESCRIPTION (DRD)	
All readings must be each month. 1. Standard DRD Title:	DATA REQUIREMENT	T DESCRIPTION (DRD)	eport is due on the 10 th of d DRD Number Rev. Page Date
each month.	DATA REQUIREMENT	T DESCRIPTION (DRD)	

- 16. Preparation Information:
- 16.1 SCOPE: This Data Requirement establishes the requirement for documenting electrical loads on meters.
- 16.2 APPLICABLE DOCUMENTS: None
- 16.3 CONTENTS: Subject report shall provide the following:
- a. Building Number
- b. Meter Number
- c. KWH Reading
- d. KVA Demand Reading (if available)
- 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheet shall provide Title, Date and Fiscal Year of Plan.

Documents and sections shall be indexed.

- 16.5 MAINTENANCE: None
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Space A	Aeronautics and Administration Stennis Space Center	REMENT (DR)	Data Procurement Document 1. Number Issue
2. Title: BMAR	Database and Annual Work Plan	3. Operator:	4. DR Number Page Date Rev.
Institution		RA10	5-FA06
	SUBMITTAL RE	QUIREMENTS	
5. Type: 7. Distribution: RA10 5 Copies	6. Frequency of Submission: Annually prior to March 1 of each ye	ar	
9. As of Date: 10. Remarks:	8. Initial Submission: Prior to March 1, 2000		
	DATA REQUIREMENT	DESCRIPTION (DRD)	
11. Standard DRD Tit			ard DRD Number Rev. Page Date
BMAR Database	and Annual Work Plan - Institution		
facilities, structure	NASA on the existing condition of es, utilities and associated des backlog of maintenance and repair Headquarters.	14. Interrelationship:	15. Reference: 5.7.5.2

plan for the Resident Agencies.

16. Preparation Information:

The Annual Work Plan and BMAR database allows NASA to project budget needs and establish the coming years maint priorities and compile a five year maintenance

BMAR database shall be in an electronic spreadsheet format consistent with SSC site standards. The submittal shall contain all the fields shown in Exhibit 7.

The annual plan shall be in the same format as the BMAR database. The annual plan shall be in rank order - the first project having the highest priority, etc.

NASA	National Aeronautics and Space Administration	
	John C. Stennis Space	Cente

DATA REQUIREMENT (DR)

Data Procurement Document

1. Number Issue

10. Remarks: DATA REQUIREMENT DESCRIPTION (DRD) 11. Standard DRD Title: 12. Standard DRD Number Rev. Page Date 13. Use: Document Utility Processes 14. Interrelationship: 15. Reference: Annex 5.4.1.3 16.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of Utility Process Plans (UPP) for one-time operations on utilities. 16.2 APPLICABLE DOCUMENT: None 16.3 CONTENTS: Subject submittals shall provide step-by-step instructions that establish responsibility and control system configuration changes. Instruction shall include procedures which minimize risk and provide or contingency and point of contact as applicable to the procedure being performed. 16.4 FORMAT: 8 ½ "x 11" Bond Paper. Cover sheets shall provide Title and Date.	2. Title:		3. Operator:	4. DR Number Page Date Re
SUBMITTAL REQUIREMENTS 6. Frequency of Submission: 9. Copies RA10 8. Initial Submission: Submit for RA10 concurrence within 5 working days prior to performance of process. 9. As of Date: N/A 10. Remarks: DATA REQUIREMENT DESCRIPTION (DRD) 1. Standard DRD Title: 12. Standard DRD Number Rev. Page Date 3. Use: Document Utility Processes 14. Interrelationship: 15. Reference: Annex 5.4.1.3 6. Preparation Information: 6.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of fulfity Process Plans (UPP) for one-time operations on utilities. 6.2 APPLICABLE DOCUMENT: None 6.3 CONTENTS: Subject submittals shall provide step-by-step instructions that establish responsibility and ontrol system configuration changes. Instruction shall include procedures which minimize risk and provide or contingency and point of contact as applicable to the procedure being performed. 6.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheets shall provide Title and Date. 6.5 MAINTENANCE: None	Plan, Utility Process	n de ann an achtair i dheal an f Shaidhean ad baile an cheal i dheal	RA10	5-FA05 1 of 1
PE 7. Distribution: 4 Copies RA10 8. Initial Submission: Submit for RA10 concurrence within 5 working days prior to performance of process. 9. As of Date: N/A DATA REQUIREMENT DESCRIPTION (DRD) 1. Standard DRD Title: 12. Standard DRD Number Rev. Page Date 3. Use: 14. Interrelationship: 15. Reference: Annex 5.4.1.3 15. Reference: Annex 5.4.1.3 16. 1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of titlity Process Plans (UPP) for one-time operations on utilities. 16.2 APPLICABLE DOCUMENT: None 16.3 CONTENTS: Subject submittals shall provide step-by-step instructions that establish responsibility and ontrol system configuration changes. Instruction shall include procedures which minimize risk and provide or contingency and point of contact as applicable to the procedure being performed. 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheets shall provide Title and Date. 16.5 MAINTENANCE: None	in the side of the second of			
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8. Initial Submission: Submit for RA10 concurrence within 5 working days prior to performance of process. 10. Remarks: DATA REQUIREMENT DESCRIPTION (DRD)	7. Distribution:			
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9. As of Date: N/A 10. Remarks: DATA REQUIREMENT DESCRIPTION (DRD) 11. Standard DRD Title: 12. Standard DRD Number Rev. Page Date 13. Use: Document Utility Processes 14. Interrelationship: 15. Reference: Annex 5.4.1.3 16.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of Utility Process Plans (UPP) for one-time operations on utilities. 16.2 APPLICABLE DOCUMENT: None 16.3 CONTENTS: Subject submittals shall provide step-by-step instructions that establish responsibility and control system configuration changes. Instruction shall include procedures which minimize risk and provide for contingency and point of contact as applicable to the procedure being performed. 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheets shall provide Title and Date. 16.5 MAINTENANCE: None			e within 5 working days prior to	performance of process.
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11. Standard DRD Title: 12. Standard DRD Number Rev. Page Date 13. Use: 14. Interrelationship: 15. Reference: Annex 5.4.1.3 16. Preparation Information: 16.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of Utility Process Plans (UPP) for one-time operations on utilities. 16.2 APPLICABLE DOCUMENT: None 16.3 CONTENTS: Subject submittals shall provide step-by-step instructions that establish responsibility and control system configuration changes. Instruction shall include procedures which minimize risk and provide for contingency and point of contact as applicable to the procedure being performed. 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheets shall provide Title and Date. 16.5 MAINTENANCE: None				
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13. Use: Document Utility Processes 14. Interrelationship: 15. Reference: Annex 5.4.1.3 16. Preparation Information: 16.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of Utility Process Plans (UPP) for one-time operations on utilities. 16.2 APPLICABLE DOCUMENT: None 16.3 CONTENTS: Subject submittals shall provide step-by-step instructions that establish responsibility and control system configuration changes. Instruction shall include procedures which minimize risk and provide for contingency and point of contact as applicable to the procedure being performed. 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheets shall provide Title and Date. 16.5 MAINTENANCE: None				
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16.2 APPLICABLE DOCUMENT: None 16.3 CONTENTS: Subject submittals shall provide step-by-step instructions that establish responsibility and control system configuration changes. Instruction shall include procedures which minimize risk and provide for contingency and point of contact as applicable to the procedure being performed. 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheets shall provide Title and Date. 16.5 MAINTENANCE: None	13. Use: Document Utility Pro	ocesses on:	14. Interrelationship:	15. Reference: Annex 5.4.1.3
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16.5 MAINTENANCE: None	13. Use: Document Utility Pro 16. Preparation Informati 16.1 SCOPE: This Utility Process Plans 16.2 APPLICABLE 16.3 CONTENTS:	on: Data Requirement establishe s (UPP) for one-time operation DOCUMENT: None Subject submittals shall provid	s the requirement for the develors on utilities.	15. Reference: Annex 5.4.1.3 pment and submittal of establish responsibility and
	13. Use: Document Utility Pro 16. Preparation Informati 16.1 SCOPE: This Utility Process Plans 16.2 APPLICABLE 16.3 CONTENTS: control system confi	on: Data Requirement establishes (UPP) for one-time operation DOCUMENT: None Subject submittals shall provid guration changes. Instruction	s the requirement for the develors on utilities. le step-by-step instructions that shall include procedures which i	15. Reference: Annex 5.4.1.3 pment and submittal of establish responsibility and minimize risk and provide
16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None	13. Use: Document Utility Pro 16. Preparation Information 16.1 SCOPE: This Utility Process Plans 16.2 APPLICABLE 16.3 CONTENTS: Control system configure contingency and 16.4 FORMAT: 8 1/2	on: Data Requirement establishes (UPP) for one-time operation DOCUMENT: None Subject submittals shall provid guration changes. Instruction point of contact as applicable 2" x 11" Bond Paper. Cover sh	s the requirement for the develors on utilities. le step-by-step instructions that shall include procedures which it to the procedure being performe	pment and submittal of establish responsibility and minimize risk and provide ed.
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Space Ad	Aeronautics and DATA RE Iministration Stennis Space Center	QUIREMENT (DR)	Data Procurement Document 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Plan, Preventive M	Maintenance	RA10	5-FA04 1 of 1
5. Type:	SUBMITT 6. Frequency of Submission:	AL REQUIREMENTS	
7. Distribution: 4 Copies RA10 9. As of Date: September 15	8. Initial Submission: Initial Submission within 90 day	s of contract start date	
10. Remarks: Plan requires CO o	concurrence. Plan shall cover Fisc	cal Year Period, October	1-September 30.
1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	DATA REQUIRE	MENT DESCRIPTION (DRD)	
11. Standard DRD Title			Standard DRD Number Rev. Page Date
13. Use:		14. Interrelationship	: 15. Reference:
Forecast operation	s for the following year		Annex 5.2.2.1.1
16. Preparation Informa	ition:		ang kalang at til mengang beranda at til mengang beranda at til mengang beranda at til mengang beranda at til Bugan beranda at til mengang beranda at til mengang beranda at til mengang beranda at til mengang beranda at t

- 16.1 SCOPE: This Data Requirement establishes the requirement for development and submittal of an annual Maintenance Plan.
- 16.2 APPLICABLE DOCUMENTS: None
- 16.3 CONTENTS: Subject report shall provide the following:
- a. Detail instructions on how the contractor plans to perform all required PM tasks (to meet both MTS and Avaliability Requirements)
- b. Detailed plans in regard to methods which will be used by technicians in order to complete maintenance and operations in a safe, timely and quality manner. Any maintenance instructions or procedures required for completion of work shall be included as part of the original plan. Note: Simple Tasks may not require additional instructions/procedures.
- 16.4 FORMAT: 8 ½" x 11" Bond Paper. Cover sheet shall provide Title, Date and Fiscal Year of Plan. Documents and sections shall be indexed.
- 16.5 MAINTENANCE: None
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

NASA	National Aeronautics and Space Administration
	John C. Stennis Space Cente

DATA REQUIREMENT (DR)

Data Procurement Document 1. Number Issue

2. Title: 3. Operator: 4. DR Number Page Date Rev. Facility Inspection Plan and Schedule RA00 5-FA03 1 of 1 SUBMITTAL REQUIREMENTS 5. Type: 6. Frequency of Submission: Facility Inspection Plan - annually 7. Distribution: Schedule - annually and 5 days prior to a change in the schedule RA00 2 copies of the Inspection Plan 8. Initial Submission: 1 copy of each schedule 9. As of Date: Within 60 days of contract award 10. Remarks: DATA REQUIREMENT DESCRIPTION (DRD) 11. Standard DRD Title: 12. Standard DRD Number Rev. Page Date Facility Inspection Plan and Schedule 13. Use: 14. Interrelationship: 15. Reference: The Inspection Plan provides assurance that 5.7.3 none inspections are comprehensive and standardized. 5.7.3.1 5.7.4 The schedule provides assurance that all structures, facilities, utilities and associated hardware, attachments, and equipment will be inspected and in a timely manner. 16. Preparation Information: The plan shall be the contractors format. It shall contain specific inspection criteria, in the form of checklists, for all structures, facilities, utilities and associated hardware, attachments and equipment. Each inspection checklist shall have a unique number. (e.g., the inspection checklist for built-up roofs, roads, interior finishes, etc. shall each have a unique number) The schedule shall be the contractors format and include at a minimum the following information: Facility ID (per real property records), common nomenclature, location, inspection checklist number, inspection date.

Space A	Aeronautics and dministration Stennis Space Center	EQUIREMENT (DR)	Data Procurement Documer 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
List, Preventive N	Maintenance Document	RA10	5-FA02 1 of 1
		ITAL REQUIREMENTS	
5. Type: 3 7. Distribution: 3 Copies 1-DA00 C.O. 2-RA10	6. Frequency of Submission: MO		
9. As of Date: 28, 30, 31/10	8. Initial Submission: Submit on the 10 th after full m	onth from contract start	
10. Remarks:			
	DATA REQUIR	EMENT DESCRIPTION (DRD)	<u> Santa Carlo San Salah dalendak Gati</u> Terra Justi Janus II. Sebagai A. Salah
11. Standard DRD Tit			tandard DRD Number Rev. Page Date
13. Use:		14. Interrelationship:	15. Reference:
To document Prev	entive Maintenance		Annex 5.2 Paragraph 5.2.2.5

- 16.1 SCOPE: This Data Requirement establishes the requirement for the development and submittal of PM documentation related to Utilities equipment & systems defined in contract.
- 16.2 APPLICABLE DOCUMENT: None
- 16.3 CONTENTS: Submittals shall include: 1. A listing of Maintenance Task Sheets (MTS) performed and the date accomplished. The list shall be sorted by the line items listed in Annex 5.2 under line item 5.2.2.2 "Accomplish Utility PM" in contract.
- 2. A listing of MTS deferred, sorted as in 1, above, including the scheduled date, rescheduled date, and cause for nonperformance. MTS that cannot be accompolished within the initial or subsequent scheduled windows shall be coded in accordance with Table 5.2-1.
- 3. A listing of MTS that will not be accomplished. Sort as in 1. Above. Code in accordance with Table 5.2-1. Code "CC" requires that corrective measures to prevent reoccurrence, be given.
- 16.4 FORMAT: 8 1/2" x 11" Bond Paper. Cover sheet shall provide Title and Date.
- 16.5 MAINTENANCE: None
- 16.6 EXCEPTION/ADDITION TO THIS STANDARD DRD: None

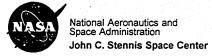
Space	al Aeronautics and DATA REQU Administration C. Stennis Space Center	IREMENT (DR)	Data Procurement Documer 1. Number Issue
2. Title: BMAR	R database, Annual Work Plan and	3. Operator:	4. DR Number Page Date Rev.
Five Year Plan -	Test Complex	RA10	5-FA01 1 of 1
Autorijania jeraje a	SUBMITTAL F	REQUIREMENTS	Elizabeth San
7. Distribution: RA10 1 Copy	Annually prior to March 1 of each y	/ear	
9. As of Date:	8. Initial Submission: Prior to March 1, 2000		
10. Remarks:			
11. Standard DRD Ti		T DESCRIPTION (DRD)	ard DRD Number Rev. Page Date
BMAR database.	Annual Work Plan and Five Year Plan		
13. Use:		14. Interrelationship:	15. Reference:
Test Complex fac	NASA on the existing condition of cilities, structures, utilities and associate ides backlog of maintenance and repair		5.7.5.1

costs required by Headquarters.

Annual and five year plans allow NASA to project budget needs and establish the coming years main priorities.

BMAR database shall be in an electronic spreadsheet format consistent with SSC site standards. The submittal shall contain all the fields shown in Exhibit 7.

The annual and five year plans shall be in the same format as the BMAR database. The annual plan shall be in rank order - the first project having the highest priority, etc. The five year plan is the BMAR database sorted by fiscal year required and in rank order.



DATA REQUIREMENT (DR) **Continuation Sheet**

Data Procurement Document 1. Number Issue

3. Operator: 4. DR Number Page Date Rev. Grounds, Maintenance History Report **RA10** 5-DM01 2 of 2

DATA REQUIREMENT DESCRIPTION -- CONTINUATION

11. Standard DRD Title: Grounds, Maintenance History Report 12. Standard DRD Number Rev. Page Date

16. Preparation Information:

16.3 CONTENTS:

- h. Spares identification and control.
- i. Specification control.
- j. Technical documentation control
- 16.4 FORMAT: The plan shall be prepared in book form on 8 ½" x 11" paper with appropriate cover and binding.
- 16.5 MAINTENANCE: Plan shall be reviewed quarterly and RA00 advised as to requirement for updating.
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

			Data Procurement Docume
NASA National Ar Space Adr	eronautics and DATA F	REQUIREMENT (DR)	1. Number Issue
	tennis Space Center		
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Grounds Maintena	nce History Report	RA10	5-DM01 1 of 2
		MITTAL REQUIREMENTS	Ayra a sa
5. Type:	6. Frequency of Submission:		
7. Distribution:	∃ Submit the Grounds Mainter	nance History report annually, by	January 31 for the previous
	year.		outland on the me promote
1 copy of History			
Report to RA10			
	8. Initial Submission:		
9. As of Date:	- Submit Grounds Maintenand	ce Report to RA10 by January 31	for the naminal from contract
J. 73 01 54.5.	Subitile Glounus mantenant	Se Kepoit to KATO by January J	I for the period from contract
	commencement through De	cember 31.	
	commencement through De	cember 31.	
	commencement through De	cember 31.	
	commencement through De	cember 31.	
10 Remarks:	commencement through De	cember 31.	
10. Remarks:	commencement through De	cember 31.	
10. Remarks:	commencement through De	cember 31.	
10. Remarks:	commencement through De	cember 31.	
10. Remarks:	commencement through De	cember 31.	
10. Remarks:			
10. Remarks: 11. Standard DRD Title:	DATA REQUI	REMENT DESCRIPTION (DRD)	lard DRD Number Rev. Page Date
	DATA REQUI	REMENT DESCRIPTION (DRD)	dard DRD Number Rev. Page Date
	DATA REQUI	IREMENT DESCRIPTION (DRD) 12. Stand	
11. Standard DRD Title: 13. Use:	DATA REQUI	REMENT DESCRIPTION (DRD)	dard DRD Number Rev. Page Date 15. Reference: Annex 5.8.4.4
11. Standard DRD Title: 13. Use:	DATA REQUI	IREMENT DESCRIPTION (DRD) 12. Stand	15. Reference:

16.1 SCOPE: Maintenance History

16.1.a FORMAT: Computerized report compatible with existing CMMS system.

16.1.b CONTENT: Description, location, date and quantity (SF, LF, EA, etc-as appropriate) for the following: Emergency clean-up (5.8.5.3.2), Special Events (5.8.5.3.4), Landscaped areas (5.8.5.4.7), erosion control (5.8.5.4.6), grass planting and sodding (5.8.5.4.9), pest infestation treatments (5.8.6.2.2.2), carcass disposal (5.8.7.5).

16.2 APPLICABLE DOCUMENT:

SSC-166 (10/96) (Ms	Word 6.0) C.G. (10/96) pc			
Space A	Aeronautics and Commistration Stennis Space Center	DATA REQUIREMEN	NT (DR)	Data Procurement Documen 1. Number Issue
2. Title:		3.	Operator:	4. DR Number Page Date Rev.
Cleaning Schedul	es	R/	\ 20	4-SC02
5. Type: 7. Distribution: RA20 (1)	6. Frequency of Submiss One Time	SUBMITTAL REQUIREME		
9. As of Date: End of Month	8. Initial Submission: 48 Hours prior to the	e contract start date		
One copy to COT 11. Standard DRD Titl	DAT	A REQUIREMENT DESCRIP		ndard DRD Number Rev. Page Date
13. Use: Historical data and	d inspection planning	14. III	terrelationship:	15. Reference: Annex 4.0 Para 4.4.5.11
requirements num	le that identifies cleaning ber. Identify where (bui	g services to be performe ilding number), when (da shall be provided within 2	te), and the tim	

National Aeronautics and Space Administration John C. Stennis Space Center	UIREMENT (DR)	Data Procurement Docum 1. Number Issue
2. Title: NASA SSC Mail Management Guide &	3. Operator:	4. DR Number Page Date Rev
Mailroom Delivery Schedule	RA20	4-SC01
SUBMITTAL	REQUIREMENTS	<u> </u>
5. Type: 4 Contract of Submission: AR 7. Distribution: 6. Frequency of Submission: AR		
RA20 (1) 8. Initial Submission:		
9. As of Date: 15 th day of month following the st	art of the contract	
End of Month		
10. Remarks: Contractor shall maintain an updated guide at all times Schedule should accommodate customer and mission pickup and delivery shall be once daily. Contractor shall Information should be available in an electronic format	requirements to the extended follow the Mail Mgmt	nt possible. Minimum customer Guide and adjust accordingly.

DATA REQUIREMENT DESCRIPTION (DRD)

12. Standard DRD Number Rev. Page Date

15. Reference:

Annex 4.3

SC01

14. Interrelationship:

Mail Management Guide

16. Preparation Information:

pickup and delivery schedule

11. Standard DRD Title:

13. Use:

16.1 SCOPE: This data requirement establishes the operating procedures and schedules of the SSC mail services operation. It updates the Mail Management Guide (MMG). This requirement shall include current operating procedures; identity of customers by agency/company, organization code; building number, room number, number of scheduled daily pickups and deliveries; specific times for location pickups and deliveries.

16.2 APPLICABLE DOCUMENTS: Mail Management Guide

NASA SSC Mail Management Guide & Mailroom Delivery Schedule

organizations with a current mail management Guide and

16.3 CONTENTS: See 16.1 Scope.

To provide NASA and resident agencies/

- 16.4 FORMAT: 8 1/2" x 11" hard copy and electronic copy in Mcrosoft "Word"
- 16.5 MAINTENANCE: Update as required.
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Nasa National Aer Space Admi	onautics and DATA REQUIR	EMENT (DI	₹)	Data Procurement Docu 1. Number Issue
	nnis Space Center			
2. Title:		3. Operator		4. DR Number Page Date R
Report, Quarterly Re	eport of Fire Activities at MSAAP	RA20		4-SA04
	SUBMITTAL REC	UIREMENTS		
5. Type: 3 7. Distribution:	Frequency of Submission: Reporte to be submitted within five but	siness days fo	ollowing the	end of FY quarter.
2 Copies				
	8. Initial Submission:			
9. As of Date:	N/A			
and the second s				
10. Remarks:				
	rterly Report will be submitted to Missis	ssippi Army Aı	mmunition F	Plant Commander, with
copy to RA20.				
	DATA REQUIREMENT D	ESCRIPTION (DI		
11. Standard DRD Title:			12. Standard	DRD Number Rev. Page Date
Quarterly Report of F	ire Activities		SA12	1 of 1
13. Use:		14. Interrelation	nship:	15. Reference:
i o provide NASA wit	L tarancario a la calculato e la calculato e la composición de la calculato de la calculato de la calculato de			
	h information regarding fire activities			
	h information regarding fire activities ny Ammunition Plant.			Space Act Agreement April 18, 1997
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at the Mississippi Arr 6. Preparation Informatio 6.1 SCOPE: This [ny Ammunition Plant. n: Data Requirement establishes the requ		ort all Fire [April 18, 1997
at the Mississippi Arr 6. Preparation Informatio 6.1 SCOPE: This [ny Ammunition Plant.		ort all Fire [April 18, 1997
6. Preparation Information 6.1 SCOPE: This Interformed at the Missipperformed at the Missipperformed.	ny Ammunition Plant. n: Data Requirement establishes the requ	(P).		April 18, 1997 Department activities
at the Mississippi Arr 16. Preparation Information 16.1 SCOPE: This Informed at the Mississippi APPLICABLE Ends. CONTENTS: A pof the activity. Catego	ny Ammunition Plant. n: Data Requirement establishes the requisions of the requirement establishes establishes the requirement establishes e	AP). Agreement of activities by of	lated Februa	April 18, 1997 Department activities ary 8, 1985. It reflect location and date
at the Mississippi Arr 16. Preparation Information 16.1 SCOPE: This Informed at the Mississippi APPLICABLE Ends. CONTENTS: A pof the activity. Catego	n: Data Requirement establishes the requisissippi Army Ammunition Plant (MSAA) DOCUMENTS: Fire Protection Support as a minimum the report will summarize ories will include Inspections, Fire Respents/Recommendations.	AP). Agreement of activities by of	lated Februa	April 18, 1997 Department activities ary 8, 1985. It reflect location and date
16. Preparation Information 16. Preparation Information 16.1 SCOPE: This Informed at the Mission 16.2 APPLICABLE End. 16.3 CONTENTS: A post the activity. Catego Activities, and Commission	n: Data Requirement establishes the requisissippi Army Ammunition Plant (MSAA) DOCUMENTS: Fire Protection Support as a minimum the report will summarize ories will include Inspections, Fire Respents/Recommendations.	AP). Agreement of activities by of	lated Februa	April 18, 1997 Department activities ary 8, 1985. d reflect location and date
t the Mississippi Arr 6. Preparation Information 6.1 SCOPE: This I erformed at the Mission 6.2 APPLICABLE End Content 6.3 CONTENTS: And the activity. Catego ctivities, and Commission	n: Data Requirement establishes the requisissippi Army Ammunition Plant (MSAA) DOCUMENTS: Fire Protection Support as a minimum the report will summarize ories will include Inspections, Fire Respents/Recommendations.	AP). Agreement of activities by of	lated Februa	April 18, 1997 Department activities ary 8, 1985. d reflect location and date

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD; None

2. Title:		3. Operator:	4. DR Number Page Date Re
Carrianna at Ta			
Equipment re	sting and Maintenance Schedule and Records	RA20	4-SA03
5. Type:	SUBMITTAL REQUIF 6. Frequency of Submission:	REMENIS	
4	AR		
7. Distribution:			
7. Distribution:			
N/A			
	8. Initial Submission:		
9. As of Date:	으로 - 도로 환경을 제공하다고 있다.		
5. 7.0 OI DUIG.			
0 Remarks:			
	date records and make available for inspection	upon request by RA20.	
Maintain up to Provide RA20	date records and make available for inspection with a schedule of all equipment to be tested. L		should be made within
Provide RA20			should be made within
Maintain up to Provide RA20	with a schedule of all equipment to be tested. L		should be made within
Maintain up to Provide RA20	with a schedule of all equipment to be tested. L	Jpdates and notifications	should be made within

and maintenance

16.1 SCOPE: This Data Requirement establishes the requirement for preparation of records which are essential essential to the conduct of the SSC Fire Prevention Program.

4.5.5.1 thru 4.5.5.5,

4.5.7 and 4.5.8

NFPA Standard 1002,

191, 1961,1931,1201, 1971, 13, 1231, 10, 12, 1

NSS 1740.11

1.

16.2 APPLICABLE DOCUMENTS: None

To provide for records of equipment testing, inspections,

- 16.3 CONTENTS: All maintenance and testing records should include name of equipment, location, date and test results. Each schedule should identify the equipment or system to be tested, the location, date, and time of each test.
- 16.4 FORMAT: 8 1/2 x 11 bond paper.
- 16.5 MAINTENANCE: N/A

1

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD:None

			Data Procurement Docum
Space	al Aeronautics and Administration C. Stennis Space Center	QUIREMENT (DR)	1. Number Issue
2. Title:	o. otennis opace center	3. Operator:	4. DR Number Page Date Rev
Report Inspecti	on/Testing Discrepancy	화물하게 그를 그는 건물차였다.	
report, mapecu		RA20	4-SA02
5. Type: 3	6. Frequency of Submission: 4.5.5.3 Report within 24 hours.		
7. Distribution:			
1			
	8. Initial Submission:		
9. As of Date:			
	오른 경우 등록 하는 말이 있다.		
I0. Remarks:	the propert of all discourses in that a		
Flovide RAZU W	th a report of all discrepancies that ar	e repeat findings.	
<u> Prikusan da di Pe</u>	DATA REQUIREM	ENT DESCRIPTION (DRD)	
1. Standard DRD T			DRD Number Rev. Page Date
Report, Inspectio	on/Testing Discrepancy	일본 수 하셨는데 얼굴하였다.	
3. Use:		14. Interrelationship:	15. Reference:
o de used in mo azards.	onitoring the removal of fire	4.5.5.1 thru 4.5.5.7 and 4.5.7.1 thru 4.5.7.3	NFPA Standard 1, 123 ⁻ 13, 10, 12, 1002, 91
		4.5.6.3	1961, 1931
			NSS 1740.11
6. Preparation Infor	mation:		
6.1 SCOPE: T	his Data Requirement establishes the	requirement for preparation of r	ecords which are essentia
the conduct of	the SSC Fire Prevention Program.		
6.2 APPLICAB	LE DOCUMENTS: None		
2 CONTENT	S. Each diagrapha, that is a second		
cation, date, res	S: Each discrepancy that is a repeat to sponsible individual or office, and reco	imumg snall be identified. Includ Inmmended correction	ie item inspected/tested,
6.4 FORMAT:			
	o 1/2 x i i bond baber		
3.5 MAINTENA	이 그 중에 되는데 그 이 항상을 받았다.		
6.5 MAINTENA	이 그 중에 되는데 그 이 항상을 받았다.		

8. Initial Submission: N/A N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	4. DR Number Page Date Re 4-SA01
Response, Emergency SUBMITTAL REQUIREMENTS 5. Type: 3	
SUBMITTAL REQUIREMENTS 5. Type: 3	4-5AU1
6. Frequency of Submission: Within 48 hours of each incidence 7. Distribution: 8. Initial Submission: N/A N/A N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
Within 48 hours of each incidence 8. Initial Submission: N/A N/A N/A N/A NOR Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
8. Initial Submission: 9. As of Date: N/A N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
8. Initial Submission: 9. As of Date: N/A N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
9. As of Date: N/A N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
9. As of Date: N/A N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
9. As of Date: N/A N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
N/A 10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
10. Remarks: Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response Officer a report of all Haz-Mat incidents.	
Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
Provide RA20 and QA00 with a report of all fire alarms, ambulance runs in a response	
DATA REQUIREMENT DESCRIPTION (DRD) 11. Standard DRD Title: 12. Standard D	DRD Number Rev. Page Date
Response, Emergency	The Hambor Not. 1 ago 22.0
13. Use: 14. Interrelationship:	15. Reference:
To be used in monitoring fire response activity data 4.5.6.1 associated with fire alarm incidences and historical. 4.5.6.2	NFPA Standard 1202,
associated with fire alarm incidences and historical. 4.5.6.2 4.5.6.3	1024, 472 150
	NSS 1740.11
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보다는 물을 하다 보고 관심은 물들이라 같은 모든 경쟁에 먹었다. 전인	

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD:None

2. Title:	and a complete contract of the	3. Operator:	4. DR Number Page Date Rev
Report, Training S	Schedule and Personnel Qualification	RA20	4-MT01
	SUBMITTAL REC	QUIREMENTS	Taring and the second of the s
5. Type: 3	6. Frequency of Submission: Once		
7. Distribution:			
	8. Initial Submission:		
). As of Date:	Within 30 days after contract start day	ie	
0. Remarks:			
	n a schedule of all training, personnel and ments, and training schedules provided as		ucted. Personnel qualifications,
	DATA REQUIREMENT	PESCRIPTION (DRD)	
1. Standard DRD Titl	DATA REQUIREMENT D		andard DRD Number Rev. Page Date
			andard DRD Number Rev. Page Date
Report, Training S	e:		andard DRD Number Rev. Page Date 15. Reference:
13. Use: To be used in mol	e: Schedule and Personnel Qualification nitoring and historical data.	12. Sta	
Report, Training S 13. Use: To be used in more 16. Preparation Inform 16.1 SCOPE: The to the conduct of the con	e: Schedule and Personnel Qualification nitoring and historical data. ation: e Data Requirement establishes the requirement establishes the requirement Program. E DOCUMENTS: None : Schedules shall identify training, target ation report shall include names, and cert andards. Include an organizational chart etter form, 8 1/2 x 11 bond paper	irement for preparationship: audience, date, time, ification that personn	on of records which are essential location, instructions. el are qualified in accordance

NASA	National Aeronautics and Space Administration John C. Stennis Space Center
2. Title:	
Report, M	Iultimedia Production and

DATA REQUIREMENT (DR)

	Data Procuren	nent Document
1	1. Number	Issue

2. Title:	[4] W. G. Garago, A. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. Rev. B 50, 122 (1992); S. G. Garago, Phys. B 50, 122 (1992); S. Garago, Phys. B 50, 122 (1992); S. G. Garago, Phys. B 50, 122 (1992); S. G. Garago, Phys. B 50, 122 (1992); S. Garago, Phys. B 50, 122 (1992); S. G. Garago, Phys. B 50, 122 (1992); S. Garago, Phys.	3. Operator	r:	4. DR Number Page Date Rev.
	lis Dead action and Cost Data			A transfer and a company and
Report, ividitimed	lia Production and Cost Data	RA20 REQUIREMENTS		4-MA11
5. Type:	6. Frequency of Submission:	REQUIRENIENTS		
5	AN			
	AR			
7. Distribution:	October 15 th			
4 (DA20)				
1 (RA20)				
	8. Initial Submission:			
	End of first quarter following start of	of the contract.		
9. As of Date:				
COB of each month				
monun				
	据 计可数据的表示系统			
10. Remarks:	A A STEAR COLOR SERVICE STATE OF THE SERVICE SERVICES			
Data shall be colle	ected on monthly basis			
11. Standard DRD Titl	DATA REQUIREMEN	IT DESCRIPTION (D		I DRD Number Rev. Page Date
		IT DESCRIPTION (D	12. Standard	I DRD Number Rev. Page Date
Report, Multimedi			12. Standard	
Report, Multimedi 13. Use: Statistical data red	ia Production and Cost Data quired for the management of the	NT DESCRIPTION (D	12. Standard	I DRD Number Rev. Page Date 15. Reference: Annex 4.6
Report, Multimedi 13. Use: Statistical data rec contract and unit a	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will		12. Standard	15. Reference:
Report, Multimedi 13. Use: Statistical data rec contract and unit a	ia Production and Cost Data quired for the management of the		12. Standard	15. Reference:
Report, Multimedi 13. Use: Statistical data rec contract and unit a	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will		12. Standard	15. Reference:
Report, Multimedi 13. Use: Statistical data rec contract and unit a	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will		12. Standard	15. Reference:
Report, Multimedi 13. Use: Statistical data rec contract and unit a	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will		12. Standard	15. Reference:
Report, Multimedi 13. Use: Statistical data rec contract and unit a	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will		12. Standard	15. Reference:
Report, Multimedi 13. Use: Statistical data rec contract and unit a	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request.		12. Standard	15. Reference:
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Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res 16. Preparation Inform	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request.	14. Interrelatio	12. Standard 4-MA11 onship:	15. Reference: Annex 4.6
Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res	nation:	14. Interrelatio	12. Standard 4-MA11 onship:	15. Reference: Annex 4.6
Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res 16. Preparation Inform 16.1 SCOPE: Th management.	nation:	14. Interrelatio	12. Standard 4-MA11 onship:	15. Reference: Annex 4.6
Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res 16. Preparation Inform 16.1 SCOPE: Th management. 16.2 APPLICABL	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request. nation: nis DR establishes contract production LE DOCUMENTS: None	14. Interrelatio	12. Standard 4-MA11 onship:	15. Reference: Annex 4.6
Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res 16. Preparation Inform 16.1 SCOPE: Th management. 16.2 APPLICABL 16.3 CONTENTS	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request. nation: nis DR establishes contract production E DOCUMENTS: None S: Number of work orders by Job category	and cost informat	12. Standard 4-MA11 onship: tion for gove	15. Reference: Annex 4.6 rnment contract or, cost, base and demand,
Report, Multimedi 13. Use: Statistical data recontract and unit a be provided to res 16. Preparation Inform 16.1 SCOPE: Th management. 16.2 APPLICABL 16.3 CONTENTS customer agency,	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request. nation: DR establishes contract production E DOCUMENTS: None Number of work orders by Job categorous production code. Type I = .0-1.0 hour	and cost informat	12. Standard 4-MA11 onship: tion for gove	15. Reference: Annex 4.6 rnment contract or, cost, base and demand,
Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res 16. Preparation Inform 16.1 SCOPE: Th management. 16.2 APPLICABL 16.3 CONTENTS customer agency,	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request. nation: nis DR establishes contract production E DOCUMENTS: None S: Number of work orders by Job category	and cost informat	12. Standard 4-MA11 onship: tion for gove	15. Reference: Annex 4.6 rnment contract or, cost, base and demand,
Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res 16. Preparation Inform 16.1 SCOPE: Th management. 16.2 APPLICABL 16.3 CONTENTS customer agency, IV = 6.1-16.0 hour	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request. nation: DR establishes contract production E DOCUMENTS: None Number of work orders by Job categorous production code. Type I = .0-1.0 hour	and cost informat gory Type (I-V), cr s; Type II = 1.0-2	12. Standard 4-MA11 onship: tion for gove rew, benefito 0.0 hours; Ty	15. Reference: Annex 4.6 rnment contract or, cost, base and demand,
Report, Multimedi 13. Use: Statistical data rec contract and unit a be provided to res 16. Preparation Inform 16.1 SCOPE: Th management. 16.2 APPLICABL 16.3 CONTENTS customer agency, V = 6.1-16.0 hour 16.4 FORMAT: A	ia Production and Cost Data quired for the management of the and loaded cost projections. Data will sident agencies upon request. nation: nis DR establishes contract production E DOCUMENTS: None S: Number of work orders by Job category production code. Type I = .0-1.0 hours; Type V = 16.1 or greater hours	and cost informat fory Type (I-V), cr s; Type II = 1.0-2 ormat and printed	12. Standard 4-MA11 onship: tion for gove rew, benefito 0.0 hours; Ty	15. Reference: Annex 4.6 rnment contract or, cost, base and demand,

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

2. Title: Visitors (Center Awareness Campaign Plan	3. Operator:	4. DR Number Page Date Rev
		PA00	4-MA10
	SUBMITTAL RE	QUIREMENTS	
5. Туре: 2	6. Frequency of Submission: AN AR		
7. Distribution: One Copy			
9. As of Date:	8. Initial Submission: Every year by COB October 1, or the		following if October 1 falls on
September 30	non-work day, beginning with the sta	art of the contract.	
10. Remarks: Use format illustrate	ed in Public Affairs Operations Manual	(PAOM) to submit	
		The state of the s	
	F.W	DECORPORTION: (D.D.)	
Standard DRD Title:	DATA REQUIREMENT		dard DRD Number Rev. Page Date
		12. Stand	dard DRD Number Rev. Page Date
same 13. Use:			dard DRD Number Rev. Page Date 15. Reference:
same 13. Use:		12. Stand same	15. Reference: Annex 4.7
same 13. Use:		12. Stand same	15. Reference: Annex 4.7 paragraph
same 13. Use:		12. Stand same	15. Reference: Annex 4.7
same 3. Use:		12. Stand same	15. Reference: Annex 4.7 paragraph
11. Standard DRD Title: same 13. Use: Provide to PA0		12. Stand same	15. Reference: Annex 4.7 paragraph
same 13. Use: Provide to PA0 16. Preparation Informat	ion:	12. Stand same 14. Interrelationship:	15. Reference: Annex 4.7 paragraph 4.7.11.1
same 13. Use: Provide to PA0 16. Preparation Informat 16.1 SCOPE: This	ion: DR establishes the need for the devel	12. Stand same 14. Interrelationship:	15. Reference: Annex 4.7 paragraph 4.7.11.1
same 13. Use: Provide to PA0 16. Preparation Informat 16.1 SCOPE: This Awareness Campai 16.2 APPLICABLE	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
same 13. Use: Provide to PA0 16. Preparation Informat 16.1 SCOPE: This Awareness Campai 16.2 APPLICABLE 16.3 CONTENTS:	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illustration.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
Isame Isame Isame Isame Isame Provide to PA0 Isame Isa	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 o	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illustration.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
ISAME 13. Use: Provide to PA0 16. Preparation Informate 16.1 SCOPE: This Awareness Campai 16.2 APPLICABLE 16.3 CONTENTS: Center Awareness I 16.4 FORMAT: Michael III.	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 oc	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illustration.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
6. Preparation Information Inf	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 oc	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
6. Preparation Information Inf	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 or crosoft Word CE: None	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
6. Preparation Informat 6.1 SCOPE: This wareness Campai 6.2 APPLICABLE 6.3 CONTENTS: Center Awareness I 6.4 FORMAT: Mid 6.5 MAINTENANC	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 or crosoft Word CE: None	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
6. Preparation Informat 6.1 SCOPE: This wareness Campai 6.2 APPLICABLE 6.3 CONTENTS: Center Awareness I 6.4 FORMAT: Mid 6.5 MAINTENANC	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 or crosoft Word CE: None	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
6. Preparation Informat 6.1 SCOPE: This wareness Campai 6.2 APPLICABLE 6.3 CONTENTS: Center Awareness I 6.4 FORMAT: Mid 6.5 MAINTENANC	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 or crosoft Word CE: None	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
6. Preparation Informat 6.1 SCOPE: This wareness Campai 6.2 APPLICABLE 6.3 CONTENTS: Center Awareness I 6.4 FORMAT: Mid 6.5 MAINTENANC	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 or crosoft Word CE: None	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
6. Preparation Information Inf	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 or crosoft Word CE: None	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.
same 13. Use: Provide to PA0 16. Preparation Informat 16.1 SCOPE: This Awareness Campai 16.2 APPLICABLE 16.3 CONTENTS: Center Awareness I 16.4 FORMAT: Mid 16.5 MAINTENANC	ion: DR establishes the need for the devel gn Plan to PA0. DOCUMENT: See sample Visitors Ce This document shall contain as a minir Plan that can be found in Appendix 1 or crosoft Word CE: None	12. Stand same 14. Interrelationship: opment and submittal of enter Awareness Campa mum the information illust f PAOM.	15. Reference: Annex 4.7 paragraph 4.7.11.1 a Visitors Center ign Plan.

2. Title: Summe	Reading Program Plan/Schedule	3. Operator:	I	4. DR Number Page Date Re
		PA00		4-MA09 1 of 1
	SUBMITTAL RE	QUIREMENTS		
5. Type: 2 7. Distribution: One Copy	6. Frequency of Submission: AN AR			
	8. Initial Submission:			
	Every year by COB April 15, or the I	Monday immediate	du fallaccia	if Ameil AE falls are
9. As of Date: April 14	non-work day, beginning with the sta	art of the contract.		
				andrasis <u>Samuel</u>
Remarks: Ise format illustrat	ed in Public Affairs Operations Manual	(DAONA) +		
	DATA REQUIREMENT	DESCRIPTION (DRD)		
1. Standard DRD Title:	DATA REQUIREMENT	12		RD Number Rev. Page Date
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ame 3. Use: Provide to PA0 5. Preparation Informat 6.1 SCOPE: This Plan/Schedule to PA 6.2 APPLICABLE 6.3 CONTENTS: Peading Program PA 6.4 FORMAT: Mic 6.5 MAINTENANC	ion: DR establishes the need for the development A0. DOCUMENT: See sample Summer R This document shall contain as a minir lan/ Schedule that can be found in App	14. Interrelationship opment and submit eading Program Poum the information endix 1 of PAOM.	2. Standard Di ame ip: ittal of a Su lan/Schedu on illustrated	15. Reference: Annex 4.7 paragraph 4.7.10.3 mmer Reading Program
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2. Title: Offsite E	xhibit Evaluation Form	3. Operator:	4. DR Number Page Date R
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		AL REQUIREMENTS	
5. Type: 3	6. Frequency of Submission: PE AR		
7. Distribution: One Copy	8. Initial Submission:		
. As of Date: us of date of each vent.	Within 72 hours following each the start of the contract.	offsite exhibit, except on go	vernment holidays, beginning
D. Remarks:			gent tig for a sign of the sig
. Standard DRD Title: ame . Use:		same	ndard DRD Number Rev. Page Date
rovide to PA0		14. Interrelationship:	15. Reference: Annex 4.7 paragraph 4.7.9.1 and 4.7.10.2
	on: DR establishes the need for the s	ubmittal of an Offsite Evalu	ation Form to the offsite event
Preparation Information	nizer following each offsite exhibit		
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.1 SCOPE: This organ .2 APPLICABLE I .3 CONTENTS: 1	OOCUMENT: See Sample Offsite his document shall contain as a Evaluation Form that can be foun	minimum the information illu	ustrated on the sample Offsite olic Affairs Operations Manual.
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'. Distribution: One Copy			
	8. Initial Submission:		
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). As of Date: As of date	at the start of the contract.		
of event.			
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2. Title: Offsite	Information Form	3. Operator		4. DR Number Page Date Re
		PA00		4-MA05 1 of 1
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5. Type: 3 7. Distribution:	6. Frequency of Submission: PE AR			
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Guests		PA00		4-MA04 1 of 1
	SUBMITTAL RE	QUIREMENTS		
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As of Date: s of COB nursday . Remarks:	8. Initial Submission: One per week by 10:00 a.m. on Frida the start of the contract.	ay, except on go	vernment I	nolidays, beginning with
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me		14. Interrelations	ship:	15. Reference: Annex 4.7
ume Use: Ovide to PA0 Preparation Informa				paragraph 4.7.8.4, 4.7.8.5,

Wisitors Center Comment Card Response Card Results SUBMITTAL REQUIREMENTS 6. Frequency of Submission: WK AR 7. Distribution: One Copy 8. Initial Submission: One per week by 10:00 a.m. on Friday, except on government holidays, beginning with the start of the contract. 9. Remarks: Ise form illustrated in Public Affairs Operations Manual (PAOM) to submit in electronic form. DATA REQUIREMENT DESCRIPTION (DRD) Standard DRD Title: 12. Standard DRD Number Rev. Page Date same Use:	2. Title:		3. Operato	or:	4. DR Number Page Date R
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7. Distribution: One Copy 8. Initial Submission: One per week by 10:00 a.m. on Friday, except on government holidays, beginning with the start of the contract. 9. Remarks: Ise form illustrated in Public Affairs Operations Manual (PAOM) to submit in electronic form. DATA REQUIREMENT DESCRIPTION (DRD) Standard DRD Title: ane Use: Ovide to PAO 14. Interrelationship: 15. Reference: Annex 4.7 paragraph 4.7.8.3 Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM).	5. Type:	6. Frequency of Submission:	JUIREMENTS		
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Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PA0, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None					
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Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PA0, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None		DATA PENJIPEMENT DE	ECOUPTION (P		
Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None	1. Standard DRD Title	DAIA MEGUINENIENI DI			
Preparation Information: 15. Reference: Annex 4.7 paragraph 4.7.8.3 Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PA0, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None			ESCRIPTION (DI		I DBD Number Day D
Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None	ame		SCRIPTION (DI	12. Standard	d DRD Number Rev. Page Date
Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None				12. Standard same	
Preparation Information: 1 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. 2 APPLICABLE DOCUMENT: See sample Weekly Activity Report. 3 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None	ame			12. Standard same	15. Reference:
 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. APPLICABLE DOCUMENT: See sample Weekly Activity Report. CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame 3. Use:			12. Standard same	15. Reference: Annex 4.7
 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. APPLICABLE DOCUMENT: See sample Weekly Activity Report. CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame 3. Use:			12. Standard same	15. Reference: Annex 4.7
 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. APPLICABLE DOCUMENT: See sample Weekly Activity Report. CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame 3. Use:			12. Standard same	15. Reference: Annex 4.7
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 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. APPLICABLE DOCUMENT: See sample Weekly Activity Report. CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame 3. Use:			12. Standard same	15. Reference: Annex 4.7
 SCOPE: This DR establishes the need for the weekly submittal to PAO, via the Weekly Activity Report, the Visitors Center Comment Card Response results. APPLICABLE DOCUMENT: See sample Weekly Activity Report. CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame 3. Use:			12. Standard same	15. Reference: Annex 4.7
 APPLICABLE DOCUMENT: See sample Weekly Activity Report. CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame . Use: rovide to PA0			12. Standard same	15. Reference: Annex 4.7
 APPLICABLE DOCUMENT: See sample Weekly Activity Report. CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame B. Use: rovide to PA0 Preparation Informat	ion:	14. Interrelation	12. Standard same nship:	15. Reference: Annex 4.7 paragraph 4.7.8.3
 CONTENT: This report shall contain as a minimum the information illlustrated on the samples of the Weekly Activity Report and Visitors Center Comment Cards that can be found in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). FORMAT: Microsoft Word MAINTENANCE: None 	ame Use: rovide to PA0 Preparation Informat 1 SCOPE: This	ion: DR establishes the need for the weekly s	14. Interrelation	12. Standard same nship:	15. Reference: Annex 4.7 paragraph 4.7.8.3
in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None	Preparation Informates 1 SCOPE: This	ion: DR establishes the need for the weekly s fisitors Center Comment Card Response	14. Interrelation ubmittal to PA	12. Standard same nship:	15. Reference: Annex 4.7 paragraph 4.7.8.3
in Appendix 1 of the SSC Public Affairs Operations Manual (PAOM). 4 FORMAT: Microsoft Word 5 MAINTENANCE: None	Preparation Informat 1 SCOPE: This the V	ion: DR establishes the need for the weekly s fisitors Center Comment Card Response DOCUMENT: See sample Weekly Activ	ubmittal to PA	12. Standard same nship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report,
5 MAINTENANCE: None	Preparation Informat .1 SCOPE: This the V .2 APPLICABLE .3 CONTENT: T	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the	ubmittal to PAresults.	12. Standard same nship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report,
5 MAINTENANCE: None	Preparation Informat 1 SCOPE: This the V 2 APPLICABLE 3 CONTENT: T	ion: DR establishes the need for the weekly s risitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the reekly Activity Report and Visitors Center	ubmittal to PA results. ity Report. information il	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report,
	Preparation Informat .1 SCOPE: This the V .2 APPLICABLE .3 CONTENT: T	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Or	ubmittal to PA results. ity Report. information il	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
- EXCL. HONO, ADDITIONS TO THIS STANDARD DR: None	Preparation Information 1 SCOPE: This the Value 1 CONTENT: Michael 1 CONTENT: Mic	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word	ubmittal to PA results. ity Report. information il	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
	Preparation Informat 1 SCOPE: This the V 2 APPLICABLE 3 CONTENT: T V ir 4 FORMAT: Mic 5 MAINTENANC	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word E: None	ubmittal to PA results. ity Report. information il r Comment Coperations Man	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
	Preparation Informat 1 SCOPE: This the V 2 APPLICABLE 3 CONTENT: T V ir 4 FORMAT: Mic 5 MAINTENANC	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word E: None	ubmittal to PA results. ity Report. information il r Comment Coperations Man	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
	Preparation Information 1 SCOPE: This the Variation 2 APPLICABLE CONTENT: To Variation 1 FORMAT: Mic. 1 FORMAT:	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word E: None	ubmittal to PA results. ity Report. information il r Comment Coperations Man	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
	Preparation Information 1 SCOPE: This the Variation 2 APPLICABLE CONTENT: To Variation 1 FORMAT: Mic. 1 FORMAT:	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word E: None	ubmittal to PA results. ity Report. information il r Comment Coperations Man	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
	Preparation Informat 1 SCOPE: This the V 2 APPLICABLE 3 CONTENT: T V ir 4 FORMAT: Mic 5 MAINTENANC	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word E: None	ubmittal to PA results. ity Report. information il r Comment Coperations Man	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report,
	Preparation Informat 1 SCOPE: This the V 2 APPLICABLE 3 CONTENT: T V ir 4 FORMAT: Mic 5 MAINTENANC	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word E: None	ubmittal to PA results. ity Report. information il r Comment Coperations Man	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
	Preparation Informat 1 SCOPE: This the V 2 APPLICABLE 3 CONTENT: T V ir 4 FORMAT: Mic 5 MAINTENANC	ion: DR establishes the need for the weekly s /isitors Center Comment Card Response DOCUMENT: See sample Weekly Activi his report shall contain as a minimum the Veekly Activity Report and Visitors Center of Appendix 1 of the SSC Public Affairs Operosoft Word E: None	ubmittal to PA results. ity Report. information il r Comment Coperations Man	12. Standard same aship:	15. Reference: Annex 4.7 paragraph 4.7.8.3 Veekly Activity Report, In the samples of the
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			Data Procurement Docume 1. Number Issue
Space A	Aeronautics and DATA REG dministration Stennis Space Center	(UIREMENT (DR)	
2. Title: Weekly	Activity Report	3. Operator:	4. DR Number Page Date Rev.
		PA00	4-MA02 1 of 1
		L REQUIREMENTS	
5. Type: 2 7. Distribution: One Copy	6. Frequency of Submission: WK AR		
9. As of Date: As of COB Thursday	8. Initial Submission: One per week by 10:00 a.m. on F the start of the contract.	Friday, except on govern	ment holidays, beginning with
11. Standard DRD Title	DATA REQUIREME	NT DESCRIPTION (DRD)	
same			tandard DRD Number Rev. Page Date
13. Use: Provide to PA0		14. Interrelationship:	15. Reference: Annex 4.7 paragraph 4.7.8.3, 4.7.8.4, 4.7.8.5, 4.7.13.6, 4.7.13.8
6.2 APPLICABLE 6.3 CONTENT: T V 6.4 FORMAT: Mi 6.5 MAINTENANO	DR establishes the need for the wearibing the contractors activities. DOCUMENT: See sample Weekly his report shall contain as a minimum Veekly Activity Report that can be for Operations Manual (PAOM). Crosoft Word	Activity Report. m the information illlustra ound in Appendix 1 of the	ated on the sample

	racking Report of Print & Broadcast Media	3. Operator:		4. DR Number	Page Date Rev
Coverag		PA00		4-MA01	1 of 1
5. Type:	SUBMITTAL REQUI 6. Frequency of Submission:	REMENTS			
7. Distribution: One Copy 9. As of Date: As of COB Thursday	8. Initial Submission: One per week by 3 p.m. on Friday, exceethe start of the contract.	pt on governr	nent holiday	rs, beginning	ı with
Jse format illustrat	ed in Public Affairs Operations Manual (PA	CRIPTION (DRD			y Boss Date
ame			2. Standard Di same	RD Number Re	v. Page Date
3. Use: Provide to PA0		4. Interrelations	ip:	15. Referenc Annex 4.7 paragraph	
				• • • • • • • • • • • • • • • • • • •	
Print	ion: DR establishes the need for the weekly sull & Broadcast/Media Coverage and Publica DOCUMENT: See sample Status/Tracking Publications.	tions.			

	eronautics and DATA REG	QUIREMENT (DR)	Data Procurement Document 1. Number Issue
2. Title:		3. Operator:	4. DR Number Page Date Rev.
Material List (Custo	dial)	RA20	4-LS02 1 of 1
		AL REQUIREMENTS	
Type: Distribution:	6. Frequency of Submission: Monthly		
RA20 (1)			
	8. Initial Submission:		
9. As of Date:	Forty-five (45) days after Contra	act start date	
0.76 of Date.			
End of month			
10. Remarks:		i kana da san a ang kanalang k Panggang kanalang ka	
One copy to RA20.			
	DATA REQUIREM	ENT DESCRIPTION (DRD)	
11. Standard DRD Title:		12. Stand	ard DRD Number Rev. Page Date
13. Use:		14. Interrelationship:	15. Reference:
Trending and historic	cal data		Annex 4.0 Para 4.4.5.11(b)
16. Preparation Information Provide a list of supp The list shall be prov	on: on: olies used during the month. Iden ided by the 15 th of each month.	tify brand name and quantity	used.

2. Title:		3. Operator:	4. DR Number Page Date Re
Report, Direct Ad	ccountability Penalty Mail & Meter	RA20	4-LS01 1 of 1
		REQUIREMENTS	
5. Type: 4 7. Distribution:	6. Frequency of Submission: Monthly - 10th day of each month		
RA20 (1)			
RA20 (1)	8. Initial Submission:		
9. As of Date:	8. Initial Submission: 10 th day of month following start of	contract	
9. As of Date: End of Month		contract	
9. As of Date: End of Month		contract	
9. As of Date: End of Month 10. Remarks:	10 th day of month following start of		format
9. As of Date: End of Month 10. Remarks:			format.
9. As of Date: End of Month 10. Remarks:	10 th day of month following start of		format.
9. As of Date: End of Month 10. Remarks:	10 th day of month following start of	crosoft Excel electronic	format.
9. As of Date: End of Month 10. Remarks:	10 th day of month following start of be provided per the attached form in Michael Barbara Requirements	crosoft Excel electronic	format.

distribution statistics. Data will be used for audit control.

performance measurement. Data is utilized by NASA Finance in the Official Mail Accounting System.

data accuracy, certification of information, and

16.1 SCOPE: Provide Contractor Certified financial information and mail volume and distribution data.

16.2 CONTENTS: Center Name; Meter Number; Reporting Month; Date; Identify as Gov or Contractor Report. Mail Category; Mail Volume (pcs); Total Postage; Last Meter Reset Date; Amount \$ 1st Class; Priority; Third/Fourth; Special Fourth; Registered; Certified; International Mail; Printed PMS Enveloped; Penalty Mail Stamps; Permit Imprint (Contractor); Business Reply Mail; INTELPOSTT/ International Mail Postage; Grand Total. - Ascending Meter Reading (Date) (Reading) (\$Amount) (Supervisor Certification); Descending Meter Reading (Date) (Reading) (\$Amount) (Supervisor Certification); Date, meter number and dollar amount of meter refurbishment during month including \$ receipt.

	Aderonautics and DATA REQUIR	EMENT (DR)	1. Number is	sue
	Stennis Space Center			
2. Title: Report	, Copier Management	3. Operator:	4. DR Number Page Dat	e Re
		RA20	4-GA05 1 of 1	
	SUBMITTAL REQ	·····	7-0A00 1 1011	
5. Type: 3	6. Frequency of Submission: MO UR			
7. Distribution:	5th day each month			
RA20 (1)				
	8. Initial Submission:			
9. As of Date:	5 th day of contract award			
End of month			900 - 1900	
10 Remarks:				
10. Remarks:				
10. Remarks:				
10. Remarks:				
10. Remarks:				
10. Remarks:				
	DATA REQUIREMENT DE			
11. Standard DRD Titl	DATA REQUIREMENT DE e:	dari esta <mark>1</mark>	2. Standard DRD Number Rev. Page D	ate
11. Standard DRD Titl Same	DATA REQUIREMENT DE e:		2. Standard DRD Number Rev. Page D Same	ate
11. Standard DRD Titl Same 13. Use:	e:	dari esta <mark>1</mark>	2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
11. Standard DRD Titl Same 13. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D Same	ate
11. Standard DRD Titl Same 13. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
I1. Standard DRD Titl Same I3. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
1. Standard DRD Titl Same 3. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
11. Standard DRD Titl Same 13. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
11. Standard DRD Titl Same 13. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
11. Standard DRD Titl Same 13. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
11. Standard DRD Titl Same 13. Use: Data required to n	e: nanage the day-to-day copier operations		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
11. Standard DRD Titl Same 13. Use: Data required to n and pay vendor in	e: nanage the day-to-day copier operations voices.		2. Standard DRD Number Rev. Page D same ip: 15. Reference:	ate
11. Standard DRD Titl Same 3. Use: Data required to n and pay vendor in	e: nanage the day-to-day copier operations voices.	1 S	2. Standard DRD Number Rev. Page D Same ip: 15. Reference: Annex 4.6.10.5	
11. Standard DRD Titl Same 13. Use: Data required to mand pay vendor in 6. Preparation Inform 6.1 SCOPE: Th	e: nanage the day-to-day copier operations voices. ation: is DR establishes the collection of copier in	1 S	2. Standard DRD Number Rev. Page D Same ip: 15. Reference: Annex 4.6.10.5	
1. Standard DRD Titl Same 3. Use: Data required to mand pay vendor in 6. Preparation Information	e: nanage the day-to-day copier operations voices.	1 S	2. Standard DRD Number Rev. Page D Same ip: 15. Reference: Annex 4.6.10.5	

16.2 APPLICABLE DOCUMENTS: NASA Cost Per Copy Agreement

16.3 CONTENTS: Model; Serial Number; Volume Band; Building Number; Room Number; Organization; Contact name; telephone; charge code; crew number; accessories; meter reading (monthly); calculation; Usage analysis.

16.4 FORMAT: MicroSoft Excel spreadsheet – coordinate data format with COTR.

16.5 MAINTENANCE: As required

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD: None

Space A	Aeronautics and Administration Stennis Space Center	REQUIREMENT (DR)		Data Procurement Document 1. Number Issue
2. Title:		3. Operator:		4. DR Number Page Date Rev.
Report, Annual A	udiovisual	PA00		4-GA04 1 of 3
	SUI	BMITTAL REQUIREMENTS		
5. Type: 2	6. Frequency of Submission: AN			
7. Distribution:				
1 Copy RA20				
	8. Initial Submission:			
9. As of Date:	40 days fallowing and of 5			
J. AS OI Date.	40 days following end of fi	scai yeai		
End of FY				
10. Remarks:				
Forms may change	ge from year and will be suppli	ed by Government		
. ome may onang		od by Covernment		
			<u>Malegor</u>	
<u> </u>		QUIREMENT DESCRIPTION (DRE		
11. Standard DRD Tit			2. Standard D	RD Number Rev. Page Date
Report, Annual A	udiovisual			
13. Use:		14. Interrelations	hip:	15. Reference:
Drovido data for a				Annex 4.6.14.3
Provide data for a	gency report			Annex 4.6.14.3
			egik de ere eren kilonik. Beker den 11. de	
16. Preparation Inform	ation:			

16.1 SCOPE: This DR establishes the requirements for the preparation of Agency Annual Audiovisual Report.

16.2 APPLICABLE DOCUMENTS: Annual Agency Call for Data

16.3 CONTENTS: Actual annual audiovisual production units.

16.4 FORMAT: NASA Forms (Provided annually by NASA)

16.5 MAINTENANCE: The forms and information will be reviewed and updated annually.

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DR: None

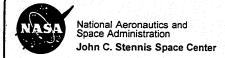
	ator:	4. DR Number Page Date Re
Management RA20		4-GA03 1 of 1
SUBMITTAL REQUIREMENTS		1011
6. Frequency of Submission: AN November 1 st		
8. Initial Submission:		
. As of Date: and of FY		
). Remarks:		
DATA REQUIREMENT DESCRIPTION Standard DRD Title:		DRD Number Rev. Page Date
ame		- Tambor Nov. 1 age Date
ommittee on Printing 14. Interrela NPG 1490		15. Reference: Annex 4.6.10.2
Preparation Information:		
Preparation Information: 1 SCOPE: This DR establishes the requirements for the preparation e Agency. The data reflects the type of SSC printing equipment and pocal year.	of a statistical r	report published by on units/costs for the
.1 SCOPE: This DR establishes the requirements for the preparation a Agency. The data reflects the type of SSC printing equipment and p	of a statistical r	report published by on units/costs for the
.1 SCOPE: This DR establishes the requirements for the preparation a Agency. The data reflects the type of SSC printing equipment and pocal year.	of a statistical r	report published by on units/costs for the
.1 SCOPE: This DR establishes the requirements for the preparation a Agency. The data reflects the type of SSC printing equipment and pocal year. .2 APPLICABLE DOCUMENTS: NPG 1490.5A	printing production	on units/costs for the JCP Form 5

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DR: None SSC-166 (10/96) (Ms Word 6.0) C.G. (10/96) pc

2. Title:		3. Operator:	4. DR Numbe	r Page Date Re
Plan, Personnel Certification		QA00	6-RA01	1 of 2
	SUBMITTAL REG	UIREMENTS		
i. Type:	6. Frequency of Submission: AD			
7. Distribution:				
5 Copies				
	8. Initial Submission:			
9. As of Date:		rithin 60 days of cont	ract start.	
	8. Initial Submission: Submit personnel certification plan w	rithin 60 days of cont	ract start.	
9. As of Date:		rithin 60 days of cont	ract start.	
		rithin 60 days of cont	ract start.	
N/A 10. Remarks:	Submit personnel certification plan w			
N/A 10. Remarks:				fice.
N/A 10. Remarks:	Submit personnel certification plan w			fice.
N/A 10. Remarks:	Submit personnel certification plan w	py to Code RA20, Da	A00 and DCMC of	
N/A 10. Remarks: Submit plan for	Submit personnel certification plan we review to Code QA00 with information co	py to Code RA20, Dode DESCRIPTION (DRD)	A00 and DCMC of	
N/A 10. Remarks:	Submit personnel certification plan we review to Code QA00 with information co	py to Code RA20, Dode DESCRIPTION (DRD)	A00 and DCMC of tandard DRD Number R	lev. Page Date
N/A 10. Remarks: Submit plan for 11. Standard DRD T Plan, Personnel 13. Use:	Submit personnel certification plan we review to Code QA00 with information co	py to Code RA20, Dode DESCRIPTION (DRD)	A00 and DCMC of tandard DRD Number Ri-RA01	lev. Page Date
N/A 10. Remarks: Submit plan for 11. Standard DRD T Plan, Personnel 13. Use: To define the to	Submit personnel certification plan we review to Code QA00 with information co	py to Code RA20, DADESCRIPTION (DRD)	A00 and DCMC of tandard DRD Number Ri-RA01	ev. Page Date
N/A 10. Remarks: Submit plan for 11. Standard DRD T Plan, Personnel 13. Use: To define the to administer, and	Submit personnel certification plan we review to Code QA00 with information co	py to Code RA20, DADESCRIPTION (DRD)	A00 and DCMC of tandard DRD Number Ri-RA01	ev. Page Date

16.1 SCOPE: The contractor shall prepare and submit to the cognizant National Aeronautics and Space Administration Agency a plan implementing the development and maintenance of a training and certification program for those personnel participating in or responsible for controlling special processes having a significant effect upon product quality and/or involving essentially hazardous operation. Certification of personnel for these processes (such as welding, radiography, cryogenics handling, magnetic particle, confined space entry and equipment operations) shall include necessary training followed by suitable test procedure to determine the proficiency of each individual.

- 16.2 APPLICABLE DOCUMENTS: ASQC Q900-1994
- 16.3 CONTENTS: The personnel certification plan may include but not be limited to the following items:
- A. Personnel who satisfy certification requirements shall be issued a badge, button or other device as evidence of certification which shall be worn or carried on the person while performing these duties.
- B. Certification shall be for a specific period of time with re-certification requiring retesting.



Data Procurement Document 1. Number Issue

3. Operator: 4. DR Number Page Date Rev. Plan, Personnel Certification **QA00** 6-RA01 2 of 2 DATA REQUIREMENT DESCRIPTION - CONTINUATION 11. Standard DRD Title: 12. Standard DRD Number Rev. Page Date Plan, Personnel Certification 6-RA01

16. Preparation Information:

16.3 CONTENTS: (Continued)

- C. Records shall be maintained indicating individuals and processes in which certified.
- D. The program shall include provisions for monitoring personnel performance and work quality to ensure their continued ability to meet all criteria.
- 16.4 FORMAT: Book form using 8 1/2" x 11" bond paper with appropriate heading to satisfy the intent of Paragraph 16.3.
- 16.5 MAINTENANCE: The contractor will keep the Personnel Certification Plan up-to-date at all times and will submit changes as required,
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

Space Ad	Aeronautics and DATA REQ Iministration Stennis Space Center	UIREMENT (DR)	Data Procurement Docume 1. Number Issue
2. Title:	Printer Burgaria Albania (Color de Color)	3. Operator:	4. DR Number Page Date Rev
List, Material Revi	ew Board (MRB) Members	QA00	6-RA03 1 of 2
5. Type:	SUBMITTAL 6. Frequency of Submission:	REQUIREMENTS	
7. Distribution: 4 Copies and 1 each member	AD		
	8. Initial Submission:		
9. As of Date:	30 days after award of contract		
N/A			
10. Remarks:			
	omitted three(3) days after members	hip change. Submit 1 co	py to RA20, 1 copy to DCMC an
	DATA REQUIREME	ENT DESCRIPTION (DRD)	
11. Standard DRD Title			tandard DRD Number Rev. Page Date
	ew Board (MRB) Members	6-RA	
	qualified personnel responsible for displayments and material non-conformances.	14. Interrelationship: ASQC Q9002	15. Reference: ASQC Q9001, 1994/ Element 13.

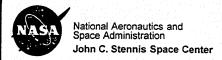
16.1 SCOPE: The contractor shall prepare and submit a Material Review board (MRB) Members List, and report shall update as required by ASQC Q9001, 1994/Element 13.

16.2 APPLICABLE DOCUMENTS: ASQC Q9001/Element 13.

16.3 CONTENTS: The Board may consist of:

- A. A contractor representative whose primary responsibility is engineering.
- B. A contractor representative whose primary responsibility is product quality.
- C. A designated government quality representative (DCMC).

The technical competence, knowledge of product quality and functional understanding of the selected individuals shall encompass the requirements prescribed in ASQC Q9001 1994, Contractor Quality Management System for the John C. Stennis Space Center.



Data Procurement Document

1. Number Issue

2. Title: 3. Operator: 4. DR Number Page Date Rev.
List, Material Review Board (MRB) Members QA00 6-RA03 2 of 2

DATA REQUIREMENT DESCRIPTION - CONTINUATION

List, Material Review Board (MRB) Members

12. Standard DRD Number Rev. Page Date

6-RA03

16. Preparation Information:

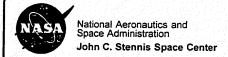
11. Standard DRD Title:

16.4 FORMAT: The list shall be submitted on a single sheet of 8 1/2" x 11" paper.

16.5 MAINTENANCE: N/A

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None.

				Data Procurement Document
National Ae	eronautics and DATA REQUIR	EMENT (D	R)	1. Number Issue
Space Admi	ennis Space Center			
2. Title:	Anns Opace Center	3. Operator	•	DR Number Page Date Rev.
List, Nonconforming		QA00		6-RA04 1 of 2
5. Type:	SUBMITTAL REQ 6. Frequency of Submission:	UIREMENIS	A CONTRACTOR	
1 1	MO			
7. Distribution:				
4 Copies and 1 each member				
1 each member				
	8. Initial Submission:			
9. As of Date:	Submit nonconforming products and/o	or services list	t, within 30 da	ys after contract award.
N/A				
10. Remarks:	" 1 20 doing to OA00 BA20 DA		~	
NEM HOL TO DE OUDITH	itted every 30 days to QA00, RA20, DA	UU anu Dowie	J UIIICE.	
	DATA DECUIDEMENT I	TO CONTRACT		
11. Standard DRD Title:	DATA REQUIREMENT D	ESCRIPTION (D		ORD Number Rev. Page Date
	Products and Services		6-RA04	716 Halling, 11011, 12g-2-2-2
13. Use:	Products and Services	14. Interrelation		15. Reference:
To provide a list of n	nonconforming products and services	ASQC Q90		ASQC Q9001/Element
to determined status				13.
16. Preparation Information 16.1 SCOPE: The control of the control	on: contractor shall prepare and submit a lis	et of nonconfo	ermina produc	to and convices
10.1 0001 E	with actor shall propare and cashine a	St Or Honocone	ming product	is and services.
16.2 APPLICABLE	DOCUMENTS: ASQC Q9001, 1994/Ele	ement 13, cor	ntrol of noncor	nforming products.
of each documented	The nonconforming products and servic	es list shall co	ontain the ope	n or close status
Ol Each documented	Holicomornance.			



Data Procurement Document 1. Number Issue

2 of 2

6-RA04

3. Operator: 4. DR Number Page Date Rev. **QA00**

List, Nonconforming Products/Services

DATA REQUIREMENT DESCRIPTION - CONTINUATION

11. Standard DRD Title: 12. Standard DRD Number Rev. Page Date

List, Nonconforming Products and Services 6-RA04

16. Preparation Information:

16.4 FORMATS: The list shall be submitted on a single sheet of 8 1/2" x 11" paper.

16.5 MAINTENANCE: N/A

16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None

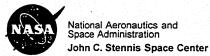
Space A	Aeronautics and DATA REQUIRI dministration Stennis Space Center	EMENT (DR		Data Procurement Documen 1. Number Issue
2. Title:	andre de la company de la com	3. Operator:	4	DR Number Page Date Rev.
Plan, Reliability P	rogram	QA00	6	-RA06 1 of 3
the same of the	SUBMITTAL REQ	UIREMENTS		
5. Type: 1 7. Distribution: QA00 (1 Copy) RA00 (1 Copy)	6. Frequency of Submission: AN			
	8. Initial Submission:			
9. As of Date: COB Nov 1	November 1, 1999			
10. Remarks: Submit 1 copy ea	ch to QA00 Safety Office and RA00.			
	DATA REQUIREMENT D	ESCRIPTION (DRI	D)	
11. Standard DRD Title Plan, Reliability P				Number Rev. Page Date
,		14. Interrelations DR 6-SA08	hip:	15. Reference: NPD 8730.2

- 16.1 SCOPE: This Data Requirement Description (DRD) establishes the requirement for the preparation and submittal of a Reliability Program Plan (RPP).
- 16.2 APPLICABLE DOCUMENT: NASA Reliability Centered Maintenance Guide for Facilities and Collateral Equipment (Dec. 1996)
- 16.3 CONTENTS: The Reliability Program Plan shall, as a minimum include:

General Program Requirements. The contractor shall provide, maintain, and implement a Reliability Program Plan for the contract effort. The Plan shall be submitted and updated as required. This Plan shall be submitted and shall serve as the master planning and control document for the reliability program.

Reliability Organization.

a. Charts and narrative statements which describe the organizational responsibilities and functions associated with the conduct of the reliability program and each task therein. This shall include for each task in the



Data Procurement Document

1. Number Issue

<u> 로벌스로 1988년 1988년 1988년 - 1988년 1988년 1988년 1988년 1988년 1988년 1988년 1988년 1988년 1988</u>			하는 점심 이 점하고 있는데 하는 이 등 전하는데 되었다.
2. Title:	3. Operator:		4. DR Number Page Date Rev.
Plan, Reliability Program	QA00		6-RA06 2 of 3
DATA REQUIREMENT DESCRIPTION	ON - CONTIN	IUATION	
11. Standard DRD Title:		12. Standard	DRD Number Rev. Page Date
Plan, Reliability Program			

16. Preparation Information:

16.3 CONTENTS: Continued

reliability program and each task therein. This shall include for each task in the reliability program detailed statements of:

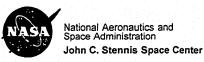
- (1) Duties of each organizational element (e.g., engineering, reliability, safety, fabrication, test, quality assurance) involved in its accomplishments or use of its outputs.
- (2) Delineation of interfaces in responsibilities an functions where more than one organizational element is involved.
- (3) The relationship of the reliability management organization to each of the other organizational elements performing reliability program tasks and reliability management's authority to control and monitor these tasks.

A summary (matrix or other brief form) shall be included which indicates for each reliability program requirement, principal organization responsible for implementation and the specific organization responsible for generating the necessary documents. In addition, the summary shall indicate each contractor organization which has approval or review authority relative to documents generated.

- b. Narrative descriptions, time or milestone schedules, and supporting documents which describe in detail the contractor's plan for execution and management of each task in the reliability program. Directives, methods, and procedures shall be documented by the contractor to implement each task, and these documents shall be referenced in the Reliability Program Plan, be available, and be available to NASA upon request.
- c. A listing of contractor documents (methods, procedures, etc.) requiring origination or modification to meet requirements of this document. This shall include a schedule for completion of these documents or changes and a description of them.

Reliability Program Control

- 1. General. The contractor shall devise a system for effective management control and survey of the reliability program. This system shall provide and periodically update a time or milestone phased listing of each reliability task of planned, expended, and projected man-hours, materials, facilities, services, and support with associated costs and responsible organizational element.
- 2. Reliability Program Surveys
- a. The contractor shall conduct periodic surveys of the reliability program. These shall be conducted either independently or as a part of broader surveys of assurance areas. They shall evaluate progress and effectiveness and shall determine the need for adjustments or changes in the reliability programs.
- b. The surveys shall cover the reliability program and interfacing project areas. Surveys shall be conducted at appropriate intervals (minimum requirement is annual).
- c. Reports of survey results and reports of verification of corrective action completions shall be documented by the contractor and available to NASA upon request.



Data Procurement Document

1. Number Issue

2. Title:

2. Title:

3. Operator:

4. DR Number Page Date Rev.

Plan, Reliability Program

QA00

6-RA06

3 of 3

DATA REQUIREMENT DESCRIPTION - CONTINUATION

11. Standard DRD Title: 12. Sta

Plan, Reliability Program

12. Standard DRD Number Rev. Page Date

16. Preparation Information:

16.3 CONTENTS: Continued

Reliability Training

The contractor shall use trained and competent personnel to implement the reliability program. Necessary additional training and indoctrination in technologies and techniques peculiar to the program, as well as training directed toward fostering technical excellence, shall be provided to appropriate personnel. The Reliability Program Plan shall identify these training requirements and describe training courses and activities, as well as types and numbers of personnel to be trained under each.

16.4 FORMAT: Letter form, 8 1/2" x 11" with front and back covers.

16.5 MAINTENANCE: The RPP shall be maintained in a current condition by page revision or complete reissue, as contractually determined, configuration.

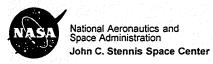
16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None.

Space A	Aeronautics and DATA REQUININSTRATION Stennis Space Center	JIREMENT (DR)	Data Procurement Docume 1. Number Issue
2. Title: Report,	Reliability Program	3. Operator:	4. DR Number Page Date Rev.
Self-Assessment	and Implementation	QA00	6-RA08 1 of 2
		REQUIREMENTS	
5. Type: 1 7. Distribution: QA00 (1 Copy) RA00 (1 Copy)	6. Frequency of Submission: AN		
	8. Initial Submission:		
9. As of Date: COB Sept 30	October 15, 2000		
10. Remarks:			1400200
	DATA REQUIREME	NT DESCRIPTION (DRD)	1. PO POSICIO SE ESTADO (C. 1915). Astronomos estados (C. 1916).
11. Standard DRD Title	: Report, Reliability Program		dard DRD Number Rev. Page Date
Self-Assessment	and Implementation		
13. Use:		14. Interrelationship:	15. Reference:
Self evaluation of Performance.	contractor's reliability program		NPD 8710.2 SPG 8715.1 NHB 1700.1 V1-B)

16.1 SCOPE: This DR establishes the requirement to submit a report on the preparation and internal assessment of the contractor's safety and health program effectiveness during the previous reporting period and an implementation plan including corrective actions (with estimated completion dates) to be completed in the future reporting period.

NPG 8735.1

- 16.2 APPLICABLE DOCUMENT: NASA Reliability Centered Maintenance Guide for Facilities and Collateral Equipment (Dec. 1996)
- 16.3 CONTENTS: Report shall, as a minimum, include:
- a. Technical progress of each reliability task including significant accomplishments and milestones reached during the reporting period (e.g., GIDEP, FMEA).
- b. Report areas of strength and weakness in contractor safety program performance and report The RPPR as a shall report status of goals or objectives previously established. The data shall include corrective actions recommended, a description of corrective action completed, date corrective action completed, and a schedule for any outstanding corrective actions. Closure documentation must accompany all closed corrective actions and be included in the report.
- c. Decisions and actions during the reporting period having impact on the reliability efforts and description of their anticipated effect on the hardware.



Data Procurement Document

1. Number Issue

2. Title:Report, Reliability Program3. Operator:4. DR Number Page Date Rev.Self-Assessment and ImplementationQA006-RA082 of 2

DATA REQUIREMENT DESCRIPTION - CONTINUATION

11. Standard DRD Title: Report, Reliability Program Progress

12. Standard DRD Number Rev. Page Date

Self-Assessment and Implementation

- 16. Preparation Information:
- 16.3 CONTENTS: Continued
- d. Anticipated slip pages in reliability activities and their effects.
- e. Supplier performance and problems.
- f. Parts or materials procurement or screening activities.
- g. Notification of impact on the program of problems reported by other sources in the Government/Industry Data Exchange Program (GIDEP) alert system.
- h. Progress in closure of failure reports.
- i. Review summary of contractor's reviews.
- 16.4 FORMAT: Letter form, 8 1/2" x 11" paper or as directed by NASA.
- 16.5 MAINTENANCE:
- 16.6 EXCEPTIONS/ADDITIONS TO THIS STANDARD DRD: None.

Space Ad	Aeronautics and DATA REQUI	REMENT (DR)	Data Procurement Document 1. Number Issue
2. Title: Report, GIDEP Usage		3. Operator:	4. DR Number Page Date Rev.
		QA00	6-RA09 1 of 2
		EQUIREMENTS	
5. Type: 7. Distribution: QA00 (1 Copy)	6. Frequency of Submission: AN		
9. As of Date:	8. Initial Submission: October 15, 2000		
COB Sept 30			
10. Remarks:		<u>Piloto De Maria de Barragora.</u> Sonto de La Companyo de Carta de Carta.	
Annual Usage Rep Center.	port is required for participation in GIDE	EP. It is to be submitte	ed directly to GIDEP Operations
	DATA REQUIREMENT	DESCRIPTION (DRD)	<u>a diberio del darrigendon en la especia</u> An alvidado en la califación de la debidar
11. Standard DRD Title: Report, GIDEP Us			tandard DRD Number Rev. Page Date
13. Use: To allow for continu	ued participation in the Government	14. Interrelationship: DR 6-SA07	15. Reference; NPG 8735.1

GIDEP participation at SSC.

Industry Data Exchange Program (GIDEP)

To provide NASA with annual updates regarding

INTRODUCTION:

The Government-Industry Data Exchange Program (GIDEP) is a cooperative effort to exchange research, development, design, testing, acquisition and logistics information among government and industry participants. GIDEP seeks to reduce or eliminate expenditures of time and money and to improve the total quality and reliability of systems and components during the acquisition and logistics phases of the life cycle. PROGRAM OBJECTIVES:

DR 6-SA08

NPD 8730.2

- a. Reduce or eliminate expenditure of funds for duplicative testing of identical parts and components used in systems and subsystems.
- b. Improve systems reliability, maintainability and quality.
- c. Eliminate actual or potential problems with nonconforming parts, components, materials, manufacturing processes, testing and items of supply by exchanging failure data.
- d. Provide an on-line network to facilitate rapid communications among scientific and technical personnel working on government programs.
- e. Provide a centralized database for Diminishing Manufacturing Sources and Material Shortages (DMSMS) information and alternate sources of supply.
- f. Provide a centralized database for test information on parts, components, materials, systems and subsystems for reliability, maintainability, safety, human factors engineering and related environmental factors.